



San Bernardino Associated Governments

1170 W. 3rd Street, 2nd Floor, San Bernardino, CA 92410

Phone: (909) 884-8276 Fax: (909) 885-4407

Web: www.sanbag.ca.gov



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- San Bernardino County Transportation Commission •San Bernardino County Transportation Authority
 - San Bernardino County Congestion Management Agency •Service Authority for Freeway Emergencies
-

AGENDA

Administrative Committee Meeting

April 14, 2010

9:00 a.m.

Location

SANBAG

Super Chief Conference Room

1170 W. 3rd Street, 2nd Floor

San Bernardino, CA

Administrative Committee Membership

Chair – SANBAG Vice President

Supervisor Brad Mitzelfelt
County of San Bernardino

SANBAG President

Mayor Paul Eaton
City of Montclair

SANBAG Past President

Supervisor Gary Ovitt
County of San Bernardino

Mt./Desert Representatives

Mayor Rick Roelle
Town of Apple Valley

Council Member Mike Leonard
City of Hesperia

Supervisor Neil Derry
County of San Bernardino

East Valley Representatives

Mayor Patricia Gilbreath
City of Redlands

Mayor Patrick Morris
City of San Bernardino

Supervisor Josie Gonzales
County of San Bernardino

West Valley Representatives

Mayor John Pomierski
City of Upland

Mayor Dennis Yates
City of Chino

Supervisor Paul Biane
County of San Bernardino

San Bernardino Associated Governments (SANBAG) is a council of governments formed in 1973 by joint powers agreement of the cities and the County of San Bernardino. SANBAG is governed by a Board of Directors consisting of a mayor or designated council member from each of the twenty-four cities in San Bernardino County and the five members of the San Bernardino County Board of Supervisors.

In addition to SANBAG, the composition of the SANBAG Board of Directors also serves as the governing board for several separate legal entities listed below:

The San Bernardino County Transportation Commission, which is responsible for short and long range transportation planning within San Bernardino County, including coordination and approval of all public mass transit service, approval of all capital development projects for public transit and highway projects, and determination of staging and scheduling of construction relative to all transportation improvement projects in the Transportation Improvement Program.

The San Bernardino County Transportation Authority, which is responsible for administration of the voter-approved half-cent transportation transactions and use tax levied in the County of San Bernardino.

The Service Authority for Freeway Emergencies, which is responsible for the administration and operation of a motorist aid system of call boxes on State freeways and highways within San Bernardino County.

The Congestion Management Agency, which analyzes the performance level of the regional transportation system in a manner which ensures consideration of the impacts from new development and promotes air quality through implementation of strategies in the adopted air quality plans.

As a Subregional Planning Agency, SANBAG represents the San Bernardino County subregion and assists the Southern California Association of Governments in carrying out its functions as the metropolitan planning organization. SANBAG performs studies and develops consensus relative to regional growth forecasts, regional transportation plans, and mobile source components of the air quality plans.

Items which appear on the monthly Board of Directors agenda are subjects of one or more of the listed legal authorities. For ease of understanding and timeliness, the agenda items for all of these entities are consolidated on one agenda. Documents contained in the agenda package are clearly marked with the appropriate legal entity.

**San Bernardino Associated Governments
County Transportation Commission
County Transportation Authority
Service Authority for Freeway Emergencies
County Congestion Management Agency**

AGENDA

Administrative Committee Meeting

**April 14, 2010
9:00 a.m.**

Location: SANBAG, Super Chief Conference Room, 1170 W. 3rd Street, 2nd Floor,
San Bernardino

CALL TO ORDER 9:00 a.m.
(Meeting Chaired by Brad Mitzelfelt)

- I. Attendance
- II. Announcements
- III. Agenda Notices/Modifications – Anna Aldana

1. Possible Conflict of Interest Issues for the Administrative Committee Meeting April 14, 2010. Pg. 6

Note agenda item contractors, subcontractors and agents which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

Consent Calendar

Consent Calendar items shall be adopted by a single vote unless removed by member request.

Administrative Matters

2. Attendance Register Pg. 7

A quorum shall consist of a majority of the membership of each SANBAG Policy Committee, except that all County Representatives shall be counted as one for the purpose of establishing a quorum.

3. March 2010 Procurement Report Pg. 9

Receive Monthly Procurement Report. William Stawarski

Notes/Actions

Discussion Items

Administrative Matters

4. **Measure I Revenue Receipts – Program to Date** Pg. 11
Receive and File Report. **William Stawarski**
5. **Fiscal Year 2010/2011 Budget Program Overview** Pg. 14
Accept report from SANBAG staff relative to Program Level Budget Development. **William Stawarski**
6. **Selection of San Bernardino Santa Fe Depot Property/Facility Management Firm** Pg. 39
 1. Approve selection of CityCom Real Estate Services, Inc. (CityCom) for property and facility management services at the San Bernardino Santa Fe Depot.
 2. Approve SANBAG Contract C10164 with CityCom in the amount of \$45,600 as identified in the Financial Impact Section. **Duane Baker**
7. **Computer Administration and Management Services Contract** Pg. 60
Approve Amendment No. 1 to Contract No. A09192 with TH Enterprises for Computer Administration and Management Services for an amount not to exceed \$233,626 and extend the contract end date to June 30, 2011 as specified in the Financial Impact Section. **Duane Baker**

Program Support/Council of Governments

8. **Report on the State Gas Tax Swap and its effects to SANBAG** Pg. 66
Receive report from SANBAG Legislative Advocate in Sacramento Mark Watts, Smith, Watts & Company, LLC on the impacts of the “gas tax swap”. **Aaron Hake**

Comments from Committee Members

Public Comment

Adjourn to Closed Session:

CLOSED SESSION

Conference with Labor Negotiator (Paul Eaton)
regarding public employee performance evaluation pursuant to
Government code Section 54957

Unrepresented Employee: Executive Director

Conference with Labor Negotiator (Paul Eaton)
pursuant to Government Code Section 54957.6
Unrepresented Employee: Executive Director

ADJOURNMENT

Additional Information

Acronym List

Pg. 67

Complete packages of the SANBAG agenda are available for public review at the SANBAG offices. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

Meeting Procedures and Rules of Conduct

Meeting Procedures

The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

Accessibility

The SANBAG meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk's telephone number is (909) 884-8276 and office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Agendas – All agendas are posted at 1170 W. 3rd Street, 2nd Floor, San Bernardino at least 72 hours in advance of the meeting. Complete packages of this agenda are available for public review at the SANBAG offices and our website: www.sanbag.ca.gov. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

Agenda Actions – Items listed on both the "Consent Calendar" and "Items for Discussion" contain suggested actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors.

Closed Session Agenda Items – Consideration of closed session items *excludes* members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.

Public Testimony on an Item – Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors or Policy Committee Members should complete a "Request to Speak" form, provided at the rear of the meeting room, and present it to the Clerk prior to the Board's consideration of the item. A "Request to Speak" form must be completed for *each* item an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations.

The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

Agenda Times – The Board is concerned that discussion take place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

Public Comment – At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject within the Board's authority. *Matters raised under "Public Comment" may not be acted upon at that meeting. "Public Testimony on any Item" still apply.*

Disruptive Conduct – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its meeting in an orderly manner. *Please be aware that a NO SMOKING policy has been established for meetings. Your cooperation is appreciated!*

**SANBAG General Practices for Conducting Meetings
of
Board of Directors and Policy Committees**

Basic Agenda Item Discussion.

- The Chair announces the agenda item number and states the subject.
- The Chair calls upon the appropriate staff member or Board Member to report on the item.
- The Chair asks members of the Board/Committee if they have any questions or comments on the item. General discussion ensues.
- The Chair calls for public comment based on "Request to Speak" forms which may be submitted.
- Following public comment, the Chair announces that public comment is closed and asks if there is any further discussion by members of the Board/Committee.
- The Chair calls for a motion from members of the Board/Committee.
- Upon a motion, the Chair announces the name of the member who makes the motion. Motions require a second by a member of the Board/Committee. Upon a second, the Chair announces the name of the Member who made the second, and the vote is taken.

The Vote as specified in the SANBAG Bylaws.

- Each member of the Board of Directors shall have one vote. In the absence of the official representative, the alternate shall be entitled to vote. (Board of Directors only.)
- Voting may be either by voice or roll call vote. A roll call vote shall be conducted upon the demand of five official representatives present, or at the discretion of the presiding officer.

Amendment or Substitute Motion.

- Occasionally a Board Member offers a substitute motion before the vote on a previous motion. In instances where there is a motion and a second, the maker of the original motion is asked if he would like to amend his motion to include the substitution or withdraw the motion on the floor. If the maker of the original motion does not want to amend or withdraw, the substitute motion is not addressed until after a vote on the first motion.
- Occasionally, a motion dies for lack of a second.

Call for the Question.

- At times, a member of the Board/Committee may "Call for the Question."
- Upon a "Call for the Question," the Chair may order that the debate stop or may allow for limited further comment to provide clarity on the proceedings.
- Alternatively and at the Chair's discretion, the Chair may call for a vote of the Board/Committee to determine whether or not debate is stopped.
- The Chair re-states the motion before the Board/Committee and calls for the vote on the item.

The Chair.

- At all times, meetings are conducted in accordance with the Chair's direction.
- These general practices provide guidelines for orderly conduct.
- From time-to-time circumstances require deviation from general practice.
- Deviation from general practice is at the discretion of the Board/Committee Chair.

Courtesy and Decorum.

- These general practices provide for business of the Board/Committee to be conducted efficiently, fairly and with full participation.
- It is the responsibility of the Chair and Members to maintain common courtesy and decorum.

Adopted By SANBAG Board of Directors January 2008

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 1

Date: April 14, 2010

Subject: Information Relative to Possible Conflict of Interest

Recommendation*: Note agenda items and contractors/subcontractors which may require member abstentions due to possible conflicts of interest.

Background: In accordance with California Government Code 84308, members of the Board may not participate in any action concerning a contract where they have received a campaign contribution of more than \$250 in the prior twelve months from an entity or individual. This agenda contains recommendations for action relative to the following contractors:

Item No.	Contract No.	Contractor/Agents	Subcontractors
6	C10164	CityCom Real Estate Services, Inc. <i>Mike Forutnato</i>	None
7	A09192	TH Enterprises Inc. <i>Ted Hoisington</i>	None

Financial Impact: This item has no direct impact on the budget.

Reviewed By: This item is prepared monthly for review by the Board of Directors and Policy Committee members.

*

Approved
Administrative Committee

Date: _____

Moved: _____ *Second:* _____

In Favor: _____ *Opposed:* _____ *Abstained:* _____

Witnessed: _____

ADMINISTRATIVE COMMITTEE ATTENDANCE RECORD - 2010

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Paul Biane Board of Supervisors	X											
Patrick Morris City of San Bernardino	X	X										
Mike Leonard City of Hesperia	X	X	X									
Patricia Gilbreath City of Redlands	X	X	X									
Paul Eaton City of Montclair	X	X	X									
Josie Gonzales Board of Supervisors	X	X										
Brad Mitzelfelt Board of Supervisors	X	X										
Gary Ovitt Board of Supervisors	X	X										
Dennis Yates City of Chino	X	X	X									
John Pomierski City of Upland	X	X	X									
Rick Roelle Town of Apple Valley	X	X	X									
Neil Derry Board of Supervisors	X											

X = Member attended meeting.

Empty box = Member did not attend meeting

Crossed out box = Not a member at the time.

ADMINISTRATIVE COMMITTEE ATTENDANCE RECORD - 2009

Name	Jan	Feb	March	April	May	June	July	Aug	*Sept.	Oct	Nov	*Dec
Paul Biane Board of Supervisors	X	X		X	X	X		X		X		
Patrick Morris City of San Bernardino	X	X	X	X	X	X	X	X		X	X	
Mike Leonard City of Hesperia	X	X		X	X	X	X	X		X	X	
Bea Cortes City of Grand Terrace	X											
Patricia Gilbreath City of Redlands		X	X	X	X	X	X	X		X	X	
Paul Eaton City of Montclair	X	X	X		X	X	X	X		X	X	
Josie Gonzales Board of Supervisors										X	X	
Brad Mitzelfelt Board of Supervisors	X		X			X	X	X		X	X	
Gary Ovitt Board of Supervisors		X	X	X	X	X		X		X		
Dennis Yates City of Chino	X	X	X	X	X	X	X	X		X	X	
Gwenn Norton-Perry City of Chino Hills	X	X		X	X	X	X			X		
Rick Roelle Town of Apple Valley		X		X		X		X				
Neil Derry Board of Supervisors							X	X		X	X	

X = Member attended meeting.

Empty box = Member did not attend meeting

Crossed out box = Not a member at the time.

*The Administrative Committee did not meet in September and December

admatt09.docx

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 3

Date: April 14, 2010

Subject: March 2010 Procurement Report

Recommendation: Receive Monthly Procurement Report.

Background: The Board of Directors approved the Contracting and Procurement Policy (Policy No. 11000) on January 3, 1997. The Executive Director, or designee, is authorized to approve Purchase Orders up to an amount of \$50,000. All procurements for supplies and services approved by the Executive Director, or his designee, in excess of \$5,000 shall be routinely reported to the Administrative Committee and to the Board of Directors.

Attached are the purchase orders in excess of \$5,000 to be reported to the Administrative Committee for the month of March 2010.

Financial Impact: This item imposes no impact on the FY 2009/2010 Budget. Presentation of the monthly procurement report will demonstrate compliance with the Contracting and Procurement Policy (Policy No. 11000).

Reviewed By: This item is scheduled for review by the Administrative Committee on April 14, 2010.

Responsible Staff: William Stawarski, Chief Financial Office

Approved
Administrative Committee

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

March 2010 Report of Purchase Orders

PO No.	PO Issue	Vendor	Purpose	Amount
RCMS #	Date		EDEN	\$
EDEN #				
P10212	03/15/10	Inland Empire Economic Partnership	Inland Empire Economic Partnership 2010 Annual Membershi p Dues	7,000.00
4000311				
Total \$				\$ 7,000.00



- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 4

Date: April 14, 2010

Subject: Measure I Revenue Receipts-Program to Date

Recommendation: Receive and File Report

Background: Sales tax revenue collections for the current Measure I expired in March 2010 and will be replaced by the new Measure I 2010-2040. It was originally estimated the existing Measure I revenue would generate approximately \$1.6 billion over a twenty year period. Current accumulative total receipts are \$1,787,555,755 and have exceeded this estimate.

Attached is a summary of the current Measure I receipts by quarter and accumulative total since its inception. The quarterly receipts represent sales tax collections from the previous quarter taxable sales. For example, receipts for January-March represent sales tax collections from October-December.

Measure I revenue receipts for fiscal year 2008-2009 decreased by \$19.7 million or 13.99% from the previous fiscal year due to the current economic recession. Measure I receipts for the first three quarters of fiscal year 2009-2010 have decreased by 23.33%, 17.18% and 4.83% respectively from the previous fiscal year.

Approved
Administrative Committee

Date: _____

Moved: _____ Second: _____

In Favor: _____ Opposed: _____ Abstained: _____

Witnessed: _____

ADM1004c-ws
ISF10
Attachment:
ADM1004c1-ws

Measure I revenue for the 2009-2010 fiscal year budget was estimated to be \$117.9 million. It is projected Measure I receipts will decrease to \$106-\$107 million for fiscal year 2009-2010 based on recent collections. In the past, when actual Measure I revenues were less than budget estimates; the shortfall was offset by undesignated fund balance. The severity of the economic downturn and significant decrease in revenue has made it difficult to rely solely on existing fund balances. Project cash flows must be strictly monitored and other funding and/or expenditure reduction alternatives considered in the future.

Financial Impact: The decrease in current and future Measure I collections will have a negative impact on borrowing and delivery of major projects. The economy and future Measure I revenues are not expected to improve until the later part of 2010.

Reviewed By: This item is scheduled for review by the Administrative Committee on April 14, 2010.

Responsible Staff: William Stawarski, Chief Financial Officer

Summary of SANBAG Measure I Receipts - Program to Date

Fiscal Year	July-September	October-December	January-March	April- June	Fiscal Year Total	Cumulative Total To Date
Receipts Prior to FY 1990/1991						\$4,125,778
Fiscal Year 1990/91	11,694,216	13,253,537	13,308,816	12,398,068	50,654,637	\$54,780,415
Fiscal Year 1991/92	12,989,297	13,860,186	14,037,623	12,897,219	53,784,325	\$108,564,740
% Increase Over 90/91	11.07%	4.58%	5.48%	4.03%	6.18%	
Fiscal Year 1992/93	14,322,191	13,757,064	13,595,748	13,072,609	54,747,612	\$163,312,352
% Increase Over 91/92	10.26%	-0.74%	-3.15%	1.36%	1.79%	
Fiscal Year 1993/94	13,675,785	13,960,957	13,853,502	13,352,206	54,842,450	\$218,154,802
% Increase Over 92/93	-4.51%	1.48%	1.90%	-2.14%	0.17%	
Fiscal Year 1994/95	14,111,381	14,672,672	15,389,457	13,786,993	57,960,503	\$276,115,305
% Increase Over 93/94	3.19%	5.10%	11.09%	3.26%	5.69%	
Fiscal Year 1995/96	15,497,128	15,461,874	15,661,731	15,416,635	62,037,368	\$338,152,673
% Increase Over 94/95	9.82%	-5.38%	1.77%	11.82%	7.03%	
Fiscal Year 1996/97	15,911,748	15,922,724	17,136,362	15,875,921	64,846,755	\$402,999,428
% Increase Over 95/96	2.68%	2.98%	9.42%	2.98%	4.53%	
Fiscal Year 1997/98	17,093,628	17,131,536	18,487,479	16,707,800	69,420,443	\$472,419,871
% Increase Over 96/97	7.43%	7.59%	7.88%	5.24%	7.05%	
Fiscal Year 1998/99	17,809,667	18,707,481	18,359,513	18,367,306.21	73,243,968	\$545,663,838
% Increase Over 97/98	4.19%	9.20%	-0.69%	9.93%	5.51%	
Fiscal Year 1999/2000	19,895,554	19,476,386	21,677,510	20,386,548	81,435,998	\$627,099,837
% Increase Over 98/99	11.71%	-4.11%	18.07%	10.99%	11.18%	
Fiscal Year 2000/2001	21,954,344	23,038,016	22,728,229	22,266,392	89,986,982	\$717,086,818
% Increase Over 99/00	10.35%	18.29%	4.85%	9.22%	10.50%	
Fiscal Year 2001/2002	23,148,536	23,913,766	24,265,400	23,130,264	94,457,965	\$811,544,784
% Increase Over 00/01	5.44%	3.80%	6.76%	3.88%	4.97%	
Fiscal Year 2002/2003	24,290,692	26,740,547	25,501,345	25,618,125	102,150,709	\$913,695,493
% Increase Over 01/02	4.93%	11.82%	5.09%	10.76%	8.14%	
Fiscal Year 2003/2004	26,423,914	27,772,164	27,825,658	28,329,546	110,351,283	\$1,024,046,775
% Increase Over 02/03	8.78%	3.86%	9.11%	10.58%	8.03%	
Fiscal Year 2004/2005	31,427,542	31,888,708	33,685,113	31,791,981	128,793,344	\$1,152,840,119
% Increase Over 03/04	18.94%	14.82%	21.06%	12.22%	16.71%	
Fiscal Year 2005/2006	35,206,940	38,420,012	37,006,506	35,047,331	145,680,790	\$1,298,520,909
% Increase Over 04/05	12.03%	20.48%	9.86%	10.24%	13.11%	
Fiscal Year 2006/2007	37,702,174	39,367,420	34,782,181	34,899,517	146,751,291	\$1,445,272,200
% Increase Over 05/06	7.09%	2.47%	-6.01%	-0.42%	0.73%	
Fiscal Year 2007/2008	37,279,235	36,106,832	34,172,721	33,243,262	140,802,050	\$1,586,074,250
% Increase Over 06/07	-1.12%	-8.28%	-1.75%	-4.75%	-4.05%	
Fiscal Year 2008/2009	34,203,118	32,404,049	28,695,612	25,807,074	121,109,853	\$1,707,184,103
% Increase Over 07/08	-8.25%	-10.26%	-16.03%	-22.37%	-13.99%	
Fiscal Year 2009/2010	26,224,529	26,836,561	27,310,563		80,371,652	\$1,787,555,755
% Increase Over 08/09	-23.33%	-17.18%	-4.83%	-100.00%	-33.64%	

Interesting Statistics:

Average annual growth since FY 1990/91 (17 FYs): 4.91%		Low-Q1 in 90/ \$11,694,216 High-Q2 in 06/ \$39,367,420
Lowest Growth Yr-FY 08/09: -13.99%	Highest Growth Yr-FY 04/05: 16.71%	
Lowest Growth Period 1st Quarter FY 09/10: -23.33%	Highest Growth Period 3rd Quarter FY 04/05: 21.06%	

ADM1004c1-ws

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 5

Date: April 14, 2010

Subject: Fiscal Year 2010/2011 Budget Program Overview

Recommendation: Accept report from SANBAG staff relative to Program Level Budget Development.

Background: Task level budget development has been completed relative to all of the activities to be included in the FY 2010/2011 budget. SANBAG's budget process is structured to provide for the maximum level of input from SANBAG policy committees. Each policy committee has reviewed the tasks that relate to the functional areas of committee oversight and each task has been reviewed by at least one of the SANBAG policy committees.

SANBAG develops a project based budget which is adopted with funding source detail. The modified accrual basis (where revenues are recognized when received and available to meet current year obligations) is the basis for the FY 2010/2011 budget. This process includes reviewing the direction the Board of Directors provides relating to short term and long term goals and objectives.

Attachment A is a table of Estimated Revenues for FY 2010/2011. This table provides the detail of the revenues SANBAG estimates to receive during the coming fiscal year. It is important to note that Measure I revenue, which has long been our largest single funding source, is expected to be almost 22% lower than actual amounts collected in FY 2008/2009 and 8.5% lower than the anticipated collections for FY 2009/2010. This is due to the slow economic recovery

Approved
Administrative Committee

Date: _____

Moved: _____ *Second:* _____

In Favor: _____ *Opposed:* _____ *Abstained:* _____

Witnessed: _____

affecting the entire region. This decrease will be offset by funding expected from the American Recovery and Reinvestment Act.

In addition to responsibilities for general transportation planning and programming, one of the essential roles for SANBAG as the County Transportation Commission is in the allocation of state and federal funds to transportation projects within the county. The allocation of Local Transportation Funds (LTF) to local agencies is included in the budget and represents significant policy and program impacts on transit development and operations throughout the county. Local Transportation funding has also continues to be affected by the slow economy. LTF is expected to be over 30% lower than the actual receipts for FY 2008/2009 and about 16.5% lower than the anticipated collection for FY 2009/2010.

Attachment B is the detail of SANBAG's total estimated Indirect Costs for FY 2010/2011. The indirect costs are allocated to each of the project tasks based on the estimated salaries budgeted for that task. The indirect costs are identified on a separate line in each task's budget table.

The salaries in the indirect budget are only those that cannot be directly identified to a specific agency activity. The fringe line item in individual tasks includes not only SANBAG benefits as contained in the Fringe pool, but also consideration for salaries related to paid leave time such as vacation, sick, admin and holiday.

Attachment C is the SANBAG Program Overview. The overview describes the programs and communicates the accomplishments and objectives for FY 2010/2011. Materials relative to SANBAG staffing are also provided in this item.

Attachment D is the Budget Summary and Estimated Revenues which shows the anticipated revenues and expenditures for new activity for the upcoming fiscal year. The detail for this report will be presented in an appendix that also includes task level detail with objectives and accomplishments. This strategy results in a budget document that is useful and meaningful as a benchmark against which to evaluate SANBAG's accomplishments or challenges, and to assess compliance with fiscal accountability.

Attachment E is a table relative to SANBAG staffing for Fiscal Year 2010/2011. It is important to note that there are no new position recommendations for the new fiscal year. Total regular positions remain the same as last year with 45 full-time employees. There are three minor changes to the benefits being proposed. The

first change is the elimination of a separate Employee Assistance Program as its primary functions are being integrated into regular health insurance offered to employees. The second change is to add a vision care benefit for employees with an estimated total annual cost of \$7,000. The final change is to add the Construction Manager to the list of employees receiving a vehicle allowance and setting the amount at \$8,400/year.

Financial Impact: Estimated revenues for the 2010/2011 SANBAG proposed budget are \$360,141,918. Proposed budget expenditures are \$351,905,217 for new budget activity and \$124,728,050 for estimated encumbrances for a total of \$476,633,267 which will establish the work program and financial approvals to guide the organization throughout the coming fiscal year.

Reviewed By: This item is scheduled for review by the Administrative Committee on April 14, 2010. Each of the SANBAG policy committees has completed the review of the task level budget materials. A Board Workshop, in conjunction with the May Administrative Committee, is also scheduled.

Responsible Staff: William Stawarski, Chief Financial Officer

ATTACHMENT A

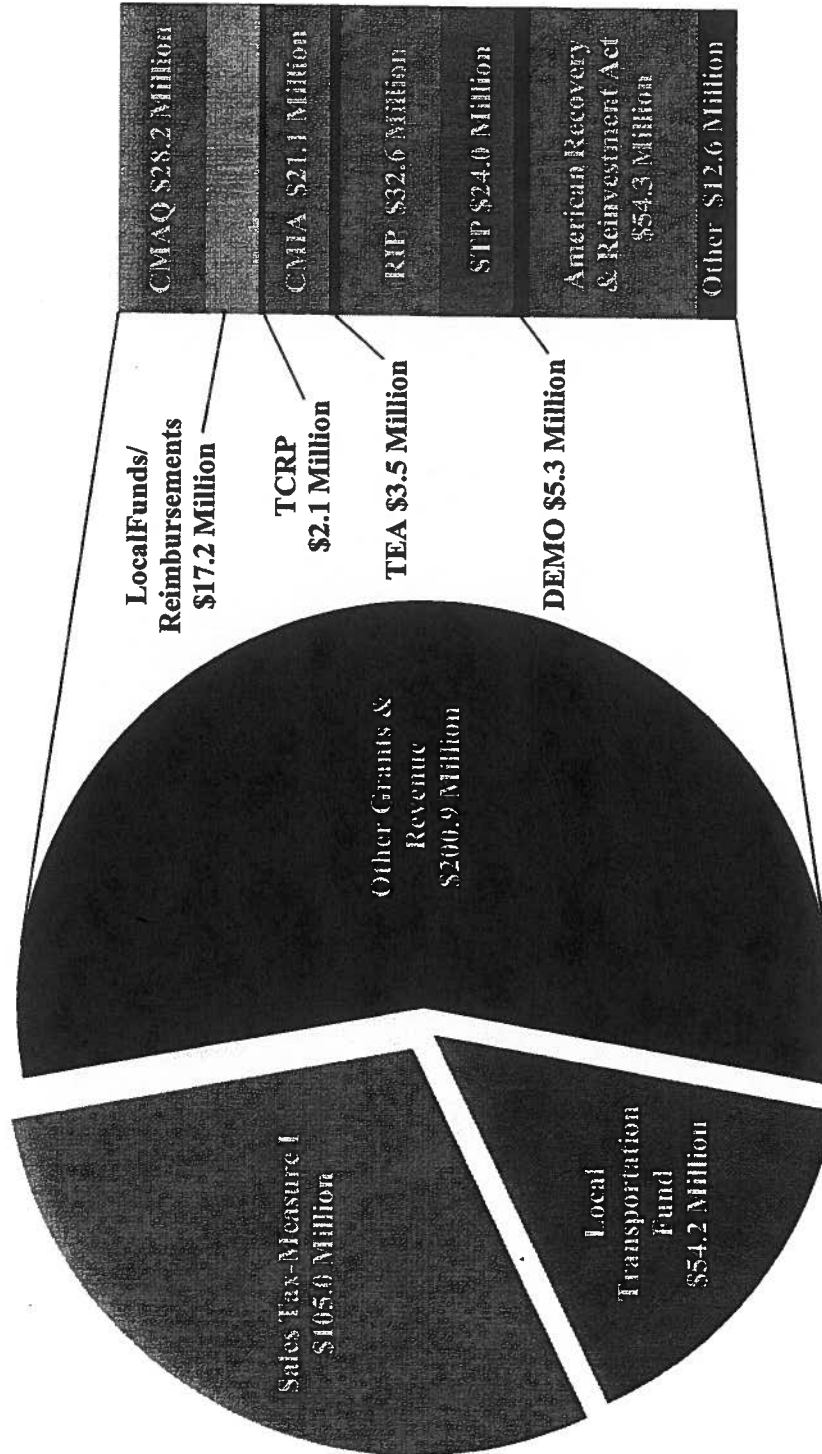
San Bernardino Associated Governments Estimated Revenues Fiscal Year 2010/2011

Category of Revenue	Actual FY 2008/2009	Budget FY 2009/2010	Estimated FY 2010/2011
Measure I Sales Tax			
MSI 1990-2010:			
Administration	1,417,179	883,994	-
Valley:	-	-	-
Major Projects	61,211,158	38,034,187	1,536,783
Arterial	13,710,539	8,611,514	-
Commuter Rail	9,136,490	5,741,009	573,773
Elderly/Disabled Transit	6,849,465	4,305,757	260,634
Traffic Management & Environ. Enhance.	2,287,024	1,435,252	213,726
Local Distribution	20,926,830	13,634,897	-
Mountain/Desert Local Distribution	22,317,123	15,752,770	-
MSI 2010-2040:			
Administration	-	294,665	1,050,000
Cajon Pass	-	875,154	2,901,391
Valley:	-	-	-
Freeway	-	6,482,761	23,896,776
Interchange	-	2,458,978	9,018,944
Major Street	-	4,470,869	16,398,080
Metrolink/Rail	-	4,470,869	6,562,337
Senior/Disabled Transit	-	1,788,348	6,559,232
Express Bus/Bus Rapid Transit	-	1,788,348	1,656,206
Traffic Management	-	447,087	1,656,206
Local Distribution	-	447,087	16,398,080
Mountain/Desert:	-	-	-
Major Local Highway	-	1,485,574	4,812,012
Senior/Disabled Transit	-	297,115	964,821
Traffic Management	-	118,846	268,637
Local Distribution	-	4,040,760	13,073,931
Total Measure I	137,855,808	117,865,841	107,801,570
Local Transportation Fund			
Administration	550,000	425,000	450,000
Planning	2,511,664	1,949,745	1,626,966
Rail	9,980,500	8,548,590	7,275,700
Pass-Through	65,533,332	54,068,165	44,879,522
Total Local Transportation Fund	78,575,496	64,991,500	54,232,188
State Transit Assistance Fund			
Rail	1,100,000	-	-
Pass-Through	10,136,139	884,410	-
Total State Transit Assistance Fund	11,236,139	884,410	-
Other Grants and Revenue			
Congestion Mitigation and Air Quality	3,454,512	29,141,594	28,202,899
Federal Demonstration Funds	61,154	540,000	5,254,018
Traffic Congestion Relief Program	26,271,295	22,648,570	2,060,000
Corridor Mobility Improvement Account	-	9,600,000	21,100,000
Transportation Enhancement Activities	1,580,000	4,600,000	3,540,000
American Recovery and Reinvestment Act Funds	-	-	54,246,213
Regional Improvement Program	31,059,140	2,520,000	32,644,000
Surface Transportation Program	2,245,798	2,400,000	24,078,503
Interregional Improvement Program	1,175,000	2,344,200	-
Longer Life Pavement	445,000	640,000	-
Sales Tax Revenue Note Proceeds	260,474,214	-	-
Planning, Programming and Monitoring	1,200,000	1,200,000	1,200,000
SAFE Vehicle Registration Fees	1,790,000	1,500,000	1,500,000
Freeway Service Patrol/State	1,330,000	1,499,606	1,462,844
Rail Asset	156,000	200,000	250,000
Rail Speedway Ticket Sales	144,000	51,000	-
Local Funds/Reimbursements	41,589,222	24,990,346	17,235,025
Other Revenue	9,560,000	3,779,820	5,334,658
Total Other Grants and Revenue	382,535,335	107,655,136	198,108,160
Total Estimated Revenues	610,202,778	291,396,887	360,141,918

SAN BERNARDINO ASSOCIATED GOVERNMENTS

Estimated Revenues of \$360.1 Million

Fiscal Year 2010/2011



ATTACHMENT B
San Bernardino Associated Governments
Indirect Cost Allocations
Fiscal Year 2010/2011

Line Items	2008/09 Actual	2009/10 Budget As of 2/24/10	2010/2011 Proposed
Salaries	803,906	865,952	852,335
Fringe Allocation	682,909	433,798	670,191
Auditing	67,127	116,000	75,000
Building	256,742	360,000	300,000
Communication	41,218	49,400	40,920
Consulting Fees	5,000	10,000	45,000
County Charges	120,680	120,680	250,000
Fixed Assets	32,701	0	11,280
Insurance	303,900	510,000	400,000
Inventorial Equipment	64,760	108,350	48,175
IT Prof Services & Software	209,590	86,360	77,640
Maintenance of Equipment	2,875	12,500	8,660
Meeting Expense	5,824	2,700	8,200
Mileage Reim/Sanbag Only	941	1,700	1,400
Office Expense	58,093	73,500	63,000
Postage	21,463	35,400	30,400
Printing	72,856	161,162	74,000
Professional Service	502,827	850,250	608,256
Records Storage	7,927	8,000	8,500
Rental of Equipment	3,850	9,450	8,500
Training	16,121	37,000	27,460
Travel Air	86	200	200
Travel Allowance	55,881	56,000	60,000
Travel-Other	13,987	17,000	17,500
SANBAG Vehicle	555	3,000	2,500
Utilities	50,839	67,000	65,000
Total New Budget			3,754,117
Total Actual/Planned Budget	\$3,402,658	\$3,995,402	\$3,754,117

ATTACHMENT C

Program Overview

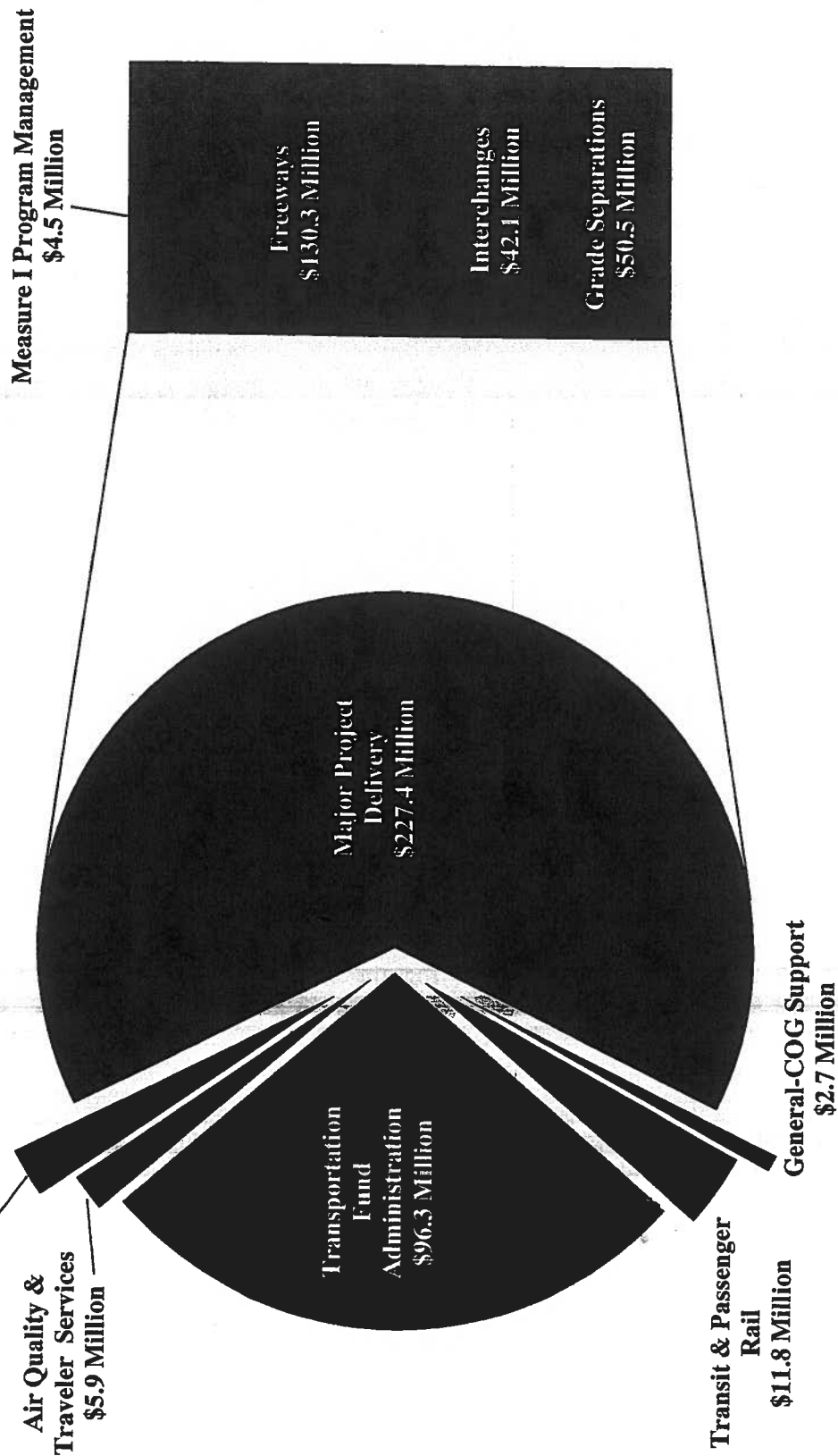
The 2010/2011 SANBAG budget is organized into six distinct program areas containing new budget requirements of \$351,905,217. New budget requirements and estimated encumbrances from Fiscal Year 2009/2010 equate to a total estimated budget of \$476,633,267 for 2010/2011. Within these six program areas, ninety-six specific tasks are budgeted. The table below lists the six programs contained in the SANBAG budget which direct the financial and human resource expenditures of the agency for the Fiscal Year 2010/2011 budget year.

SANBAG Program Budgets			
	2008/09 Actual	2009/10 Budget as of 02/03/10	2010/11 Proposed
Anticipated Encumbrances	\$0	\$0	\$124,728,050
Air Quality & Traveler Services Program	4,661,903	5,676,126	5,885,881
Transportation Planning & Programming	4,291,770	8,554,524	7,828,725
Major Project Delivery Program	114,487,110	227,470,772	227,380,104
Transit & Passenger Rail Program	13,403,318	42,790,388	11,815,569
Transportation Fund Administration Program	174,057,244	133,792,831	96,306,644
General - Council of Govts. Support Program	3,257,969	3,507,420	2,688,294
Total New Budget	\$0	\$0	351,905,217
TOTAL	\$314,159,314	\$421,792,061	\$476,633,267

The pie chart entitled *Budgeted Expenditures* is a graphic representation of the expenditures contained in this budget depicted by program. It is notable that over 95% of the total new expenditures will fall into the Major Project Delivery, Transit and Passenger Rail, and Transportation Fund Administration Programs for the new budget activity. These three programs include the substantial investments by SANBAG in highway construction, commuter rail operations and pass-through funds for local transit and street improvements within San Bernardino County.

A complete listing of the tasks contained in the six programs is included in this section of the budget document on the table entitled *Task Listing Fiscal Year 2010/2011*.

SAN BERNARDINO ASSOCIATED GOVERNMENTS
Budgeted Expenditures of \$351.9 Million
Fiscal Year 2010/2011



Air Quality and Traveler Services Program Budget

The Air Quality and Traveler Services Program represents those tasks relating to projects serving travelers within the county and often extending beyond San Bernardino County boundaries to adjoining counties and the region. This program budget includes the continuation of tasks related to inter- and intra-county ridesharing, improvement of air quality, the call box program, the Freeway Service Patrol program, and other traveler services.

Air Quality and Traveler Services Program Task Listing				
		2008/09 Actual	2009/10 Budget as of 02/03/10	2010/11 Proposed
Anticipated Encumbrances		\$0	\$0	\$0
10211000	Air Quality Activities	38,469	94,290	103,512
40611000-A	Rideshare Management	266,944	817,062	357,663
40611000-B	Inland Empire Commuter Services	356,219	571,341	485,550
40611000-C	Rideshare Incentive Programs	631,476	684,950	564,100
40611000-D	Regional Rideshare Programs	284,083	224,926	558,683
70211000	Call Box System	1,524,336	1,105,400	1,594,816
70411000	Freeway Service Patrol/State	1,459,010	1,882,674	1,962,709
70611000	Intelligent Transportation Systems	48,390	225,127	85,556
81211000	Clean Fuels Implementation	52,976	70,356	173,292
Total New Budget		\$0	\$0	\$5,885,881
Total Actual/Planned Program Budget		\$4,661,903	\$5,676,126	\$5,885,881

This program contains several generic tasks that relate to SANBAG staff participation in the regional planning process of an on-going nature. Air Quality provides for several staff members to participate with both the South Coast Air Quality Management District (SCAQMD) and the Mojave Desert Air Quality Management District (MDAQMD) in the development of rules and implementation of programs, particularly in the area of mobile source emission reduction.

Several tasks included in this program relate to ridesharing activities, which are essential to gaining maximum utility from highway investments and to insuring programmatic support for the high-occupancy vehicle lane investments. Ridesharing outreach and incentive programs serving San Bernardino County residents are managed by SANBAG staff through contractors operating in both San Bernardino and Riverside Counties.

Transportation Planning and Programming Budget

The Transportation Planning and Programming Program represents the continuing responsibilities of the agency relative to comprehensive transportation planning, congestion management, modeling and forecasting, and focused transportation study efforts.

This year will see the continuation of phased implementation of the San Bernardino Valley Coordinated Traffic Signal System Plan to upgrade and coordinate nearly 1,000 traffic signals on regionally significant arterial segments throughout the Valley area. Additionally, there is a task which provides for activities related to meeting State and Federal data collection and monitoring requirements for transportation systems throughout San Bernardino County and developing transportation system performance data needed to support SANBAG's transportation planning and programming decisions.

Also included in this program are transportation studies that address corridor specific needs within subareas of the county. These studies are critical to determination of future facility needs and to qualify for discretionary funding sources allocated on a statewide basis.

These tasks serve to meet the Board approved SANBAG goals by providing for the planning, programming, and monitoring of transportation projects and the funding allocations which provide for their implementation. Adequate long range planning and allocations based upon sound technical information provides for development of the integrated system of highways, transit and commuter rail which serve the traveling public, as well as the efficient movement of goods to the county and the region.

Transportation Planning & Programming Task Listing				
		2008/09 Actual	2009/10 Budget as of 02/03/10	2010/11 Proposed
Anticipated Encumbrances		\$0	\$0	\$923,400
11011000	Regional Transportation Planning	130,819	101,143	125,679
11111000	Freight Movement Planning	152,624	116,944	126,801
11211000	Growth Forecasting & Planning	159,941	143,643	166,461
20211000	Transportation Modeling & Forecasting	59,410	93,451	181,074
20311000	Congestion Management	63,792	110,016	98,953
21311000	High Desert Corridor Studies	12,320	14,927	29,165
37311000	Federal/State Fund Administration	818,482	660,183	753,113
40411000	Subregional Transportation Plan	219,254	403,371	278,479
40911000	Data Development & Management	171,566	190,929	275,978
50011000	Transportation Improvement Program	113,640	217,609	197,823
52611000	Subregional Transportation Monitoring	29,447	13,688	43,675
60911000	Strategic Planning/Delivery Planning	414,299	528,502	336,281

61211000	MSI Local Project Technical Assistance	30,556	44,655	248,798
70111000	Valley Signal Coordination Program	1,571,231	4,781,580	4,717,546
94111000	Mt/Desert Planning/Project Development	344,389	1,133,883	248,899
Total New Budget		\$0	\$0	\$7,828,725
Total Actual/Planned Program Budget		\$4,291,770	\$8,554,524	\$8,752,125

Major Project Delivery Program Budget

The Major Project Delivery Program budget is composed almost exclusively of tasks associated with implementation of the major freeway, interchange, and grade separation projects and is funded significantly by the Measure I Transportation Transactions and Use Tax. This program represents the largest portion of the capital budget for SANBAG. This program budget contains tasks associated with the full array of activities necessary for preparation, management, and construction of major projects. Two new tasks have been added to the program this year, Task 88111000 – Lenwood Avenue Grade Separation and Task 88211000 – N. Milliken Avenue Grade Separation.

Debt Service for bonds issued in 1996 ,1997, 2001A and 2001B have been listed to provide historical information for the prior and current year. However, it is important to note that all four of the above bonds were paid off as of March 31, 2010 and will have no budget for fiscal year 2010/2011.

The budget for design, construction, support and traffic mitigation contained in this program represent 64.6% of the total SANBAG new expenditures planned for Fiscal Year 2010/2011.

Major Project Delivery Program Task Listing			
	2008/09 Actual	2009/10 Budget as of 02/03/10	2010/11 Proposed
Anticipated Encumbrances	\$0	\$0	\$17,801,006
81511000 Measure I Program Management	2,463,492	4,129,746	4,499,139
81711000 SR-60 Sound Wall	0	458,093	1,308,496
82011000 SR-210 Final Design	730,657	118,144	1,653,641
82211000 SR-210 Right of Way Acquisition	658,870	2,079,573	1,332,882
82411000 SR-210 Construction	4,955,337	7,422,671	7,653,209
82511000 I-10 Corridor Project Development	3,269,244	5,101,482	1,210,497
82611000 I-10 Cherry/Citrus Interchanges	1,697,203	9,284,278	9,732,075
83011000 I-215 San/Riv Project Development	261,738	55,986	298,720
83411000 I-215 Final Design	2,613,777	464,680	528,255
83611000 I-215 Right of Way Acquisition	13,678,728	18,833,175	7,371,500
83811000 I-215 Construction	13,497,429	65,882,082	70,607,357

83911000	I-215 Bi County HOV Gap Closure	0	3,108,496	7,317,379
84011000	I-215 Barton Road Interchange	443,204	297,949	752,311
84111000	I-10 Riverside Interchange	137,840	22,306,362	13,116,068
84211000	I-10 Tippecanoe Interchange	1,120,766	1,633,934	6,154,018
84311000	I-10 Live Oak Canyon	8,634,055	493,340	105,000
84511000	I-215 Mt. Vernon/Wash. Interchange	230,038	1,132,173	281,364
85011000	Alternative Project Financing	1,475,657	2,647,073	546,899
86211000	I-10 Westbound Lane Add-Yucaipa	975,559	10,642,203	30,307,281
86911000	Glen Helen Pkwy Grade Separation	539,840	1,215,071	2,224,186
87011000	Hunts Lane Grade Separation	661,691	12,110,915	7,879,454
87111000	State St/Univ. Pkwy Grade Separation	7,759,606	910,368	26,613
87211000	Ramona Avenue Grade Separation	5,715,462	6,377,443	91,386
87411000	Palm Avenue Grade Separation	317,348	1,018,051	5,023,977
87511000	Main Street Grade Separation	8,359	308,126	61,481
87611000	S Milliken Ave/UPRR Grade Separation	398,732	904,639	2,484,036
87711000	Vineyard Ave/UPRR Grade Separation	328,345	983,511	1,938,919
87811000	Archibald Ave/UPRR Grade Separation	320,603	987,069	38,919
87911000	Colton Cross BNSF/UPRR Grade Sep.	1,429,518	2,494,008	245,585
88011000	I-15/I215 Devore Interchange	2,281,400	2,853,975	12,074,403
88111000	Lenwood Avenue Grade Separation	0	2,000,000	341,388
88211000	N Milliken Avenue Grade Separation	0	0	30,173,666
93111000	Debt Service - Major/97 Issue	10,527,206	10,527,206	0
94411000	Debt Service - Major/96 Issue	5,660,697	6,566,250	0
94811000	Debt Service - Major/01 Issue A	11,589,312	11,665,500	0
94911000	Debt Service - Major/01 Issue B	10,105,397	10,457,200	0
Total New Budget		\$0	\$0	227,380,104
Total Actual/Planned Program Budget		\$114,487,110	\$227,470,772	\$245,181,110

Tasks in the Major Project Development Program serve to meet the Board approved SANBAG goals by providing the project preparation and actual construction of freeway, interchange and grade separation facilities. Tasks also carry out Board direction to explore the use of alternative project financing methods. Various methods of public/private partnerships will be evaluated for use in San Bernardino County on select freeway corridors. Progress on these projects continues to accomplish important benchmarks in meeting SANBAG's commitment to the public under the Measure I Transportation Transactions and Use Tax approved in 1989 and renewed in 2004 by San Bernardino County voters with the passage of Measure I 2010-2040.

Transit and Passenger Rail Program Budget

Tasks related to SANBAG's responsibilities in conjunction with transit systems, social service transportation, and the commuter rail system, are all budgeted in the Transit and Passenger Rail Program budget.

SANBAG's responsibilities relating to oversight and technical assistance to transit operators is

found in several of the tasks included in this program. These tasks provide for assistance and oversight of the urban area transit operations, Omnitrans and Victor Valley Transit Authority, as well the transit operators in the rural communities of Barstow, Morongo Basin, Needles, and the San Bernardino Mountains. Each transit agency is required to prepare a five-year Short Range Transit Plan covering Fiscal Years 2010/2011 through 2013/2014. In addition, upon completion of the public transit-human services transportation coordination plan for the County, SANBAG will be working towards addressing the needs from the study, including institutional options for the formation of a Consolidated Transportation Services Agency (CTSA) in the San Bernardino Valley. During the year, SANBAG will also conduct a study for commuter needs between the Victor and San Bernardino Valleys. All of the remaining activities relating to planning, technical assistance, and oversight responsibilities of urban and rural transit systems are continued at moderate levels.

Several tasks contained in this program fund the administration, operation, and capital expenses of the commuter rail service in the San Bernardino Valley Subarea. During Fiscal Year 2008/2009, the Metrolink San Bernardino Line transported 3.61 million passengers; the Riverside Line carried 1.32 million passengers; and the Inland Empire/Orange County Line carried transported 1.28 million passengers. SANBAG has obtained State Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) funds for the purchase of three expansion passenger rail cars. These cars will be purchased over a three year period. In addition, SANBAG will continue to work toward extending the Metro Gold Line to Montclair and has completed the strategic planning effort of possibly extending the Gold Line from Montclair to the Los Angeles/Ontario International Airport. SANBAG will also be completing the alternatives analysis and preliminary environmental assessment for implementing passenger rail service between San Bernardino and Redlands.

These tasks serve to meet the Board approved SANBAG goals by funding modal alternatives of transit and commuter rail for the residents of San Bernardino County's rural areas and urban centers.

Transit and Passenger Rail Program Task Listing			
	2008/09 Actual	2009/10 Budget as of 02/03/10	2010/11 Proposed
Anticipated Encumbrances	\$0	\$0	\$24,833,370
30911000 General Transit	220,465	411,580	211,403
31511000 Omnitrans	71,578	72,527	93,949
31611000 Barstow-County Transit	40,133	457,654	41,942
31711000 Victor Valley Transit	106,891	75,606	58,862
31811000 Morongo Basin Transit	11,255	33,585	37,781
31911000 Social Service Transportation Plan	168,070	335,544	260,253
32011000 Needles Transit	6,169	18,470	16,269
32111000 Mountain Area Transit	15,930	36,814	50,087

35211000	General Commuter Rail	545,188	658,979	478,250
37711000	Commuter Rail Operating Expenses	8,823,014	10,992,964	9,275,700
37911000	Commuter Rail Capital Expenses	2,680,027	28,892,249	1,000,000
38011000	Redlands Rail Extension	326,273	625,984	142,133
38111000	Gold Line Phase II	250,788	90,383	48,948
50111000	Federal Transit Act Programming	137,537	88,049	99,992
Total New Budget		\$0	\$0	\$11,815,569
Total Actual/Planned Program Budget		\$13,403,318	\$42,790,388	\$36,648,939

Transportation Fund Administration Program Budget

This program contains tasks that are most central to SANBAG's role as the County Transportation Commission and relate directly to the administration and allocation of resources for the implementation of transportation projects. These tasks support the policy considerations that lead to prioritization of transportation projects, as well as the allocation and administration of both State and Federal transportation funds coming to San Bernardino County.

Tasks in this program reflect the high dollar value of the Measure I Transactions and Use Tax revenue which is passed through to cities and the County for local street projects, totaling close to \$29.5 million in Fiscal Year 2010/2011. These funds are directed to the road priorities determined by local jurisdictions on their local streets. It is estimated that over \$950,000 will be available to the Mountain/Desert jurisdictions for Senior and Disabled transit needs. In the Valley area, almost \$6.5 million will be allocated to subsidize transit service and fares for the elderly and persons with disabilities served by the Valley transit operator, Omnitrans. It also reflects the inclusion of the distribution of Local Transportation Fund and State Transit Assistance Fund revenues to local transit operators and Mountain/Desert jurisdictions for local street projects.

Transportation Fund Administration Program				
Task Listing				
	2008/09	2009/10	2010/11	
	Actual	Budget as of	Proposed	
		02/03/10		
Anticipated Encumbrances	\$0	\$0	\$79,774,078	
50211000	TDA Administration	264,639	472,450	450,000
50411000	Measure I Administration – Valley	120,894	24,465,179	146,596
50511000	Measure I Administration – Mt./Desert	6,039,741	164,721	166,563
50611000	Local Transportation Fund	64,687,593	54,068,165	44,879,522
50711000	State Transit Assistance Fund	56,941,368	9,418,827	0
51311000	Measure I Valley E & D	7,424,272	6,172,483	6,428,047
51511000	Measure I Apportionment/Allocation	0	143,421	6,514,806
61011000	Measure I 2010-2040 Project Advancement	14,406	39,651	8,249,099

90711000	Debt Service – Big Bear/92 Issue	108,186	108,212	0
90811000	Debt Service – Mt./Unincorporated/92 Issue	45,953	45,965	0
9180000	Valley Measure I Local	16,998,359	18,116,217	16,398,080
9180100	Mt./Desert Measure I Local	20,495,578	19,666,010	13,073,931
94611000	Debt Service – Barstow/96 Issue	749,852	742,120	0
95011000	Debt Service – Yucca Valley/01 Issue B	166,403	169,410	0
Total New Budget		\$0	\$0	\$96,306,644
Total Actual/Planned Program Budget		\$174,057,244	\$133,792,831	\$176,080,722

Numerous tasks are also dedicated to the administrative functions performed by SANBAG as authorized in the Transportation Development Act, Measure I Transactions and Use Tax, and Federal Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU).

The tasks in the Transportation Program and Fund Administration serve to meet the Board approved SANBAG goals by efficient and effective administration of transportation funds. It also provides a flexible source of transportation funding directed to local governments to allow them to meet transportation priorities of their local communities. This flexible source of transportation funding additionally provides for leveraging of other resources to maximize the benefit of funds available to municipalities.

General - Council of Governments Support Program Budget

The set of tasks collected in the General – Council of Governments Support Program provide general services and support to the entire array of programs contained throughout this budget. This includes tasks related to fulfilling general activities of SANBAG as a Council of Governments, as well as the basic support provided in the areas of financial management, legislative advocacy, intergovernmental relations, and public information.

General - Council of Governments Support Program				
Task Listing				
		2008/09	2009/10	2010/11
		Actual	Budget as of 02/03/10	Proposed
Anticipated Encumbrances		\$0	\$0	\$1,396,196
10411000	Intergovernmental Relations	294,240	407,904	327,142
49011000	Council Of Govts. New Initiatives	57,463	998,463	228,226
50311000	Legislation	563,767	527,066	646,918
60111000	County Trans. Commission - General	441,647	385,750	504,897
60511000	Publications & Public Outreach	420,222	494,259	512,211
80511000	Building Operations	114,596	108,639	70,382

80611000	Building Improvements	637,691	167,841	19,803
94211000	Financial Management	728,343	417,498	378,715
Total New Budget		\$0	\$0	\$2,688,294
Total Actual/Planned Program Budget		\$3,257,969	\$3,507,420	\$4,084,490

The Publications and Public Outreach task contained in this program provides for a variety of programs and materials that educate the public on the activities of SANBAG. It is through these activities that the public can participate in the transportation planning processes conducted by SANBAG. It is also through this task that SANBAG works with local economic development interests, business groups, and transportation coalitions to further those infrastructure projects that serve to enhance the local economy.

The Intergovernmental and Legislative tasks contained in this program are essential to the on-going work with state and federal legislators; local, State and federal agencies; and regional transportation agencies to assure that transportation funding and project preparation are progressing relative to priorities established by the SANBAG Board. SANBAG has been particularly successful in the sponsorship of legislative proposals that improve the administrative processes performed by SANBAG.

The tasks in the General – Council of Governments Support Program serve to meet the Board approved SANBAG goals by providing for on-going work with local, State, and federal officials toward meeting the needs of SANBAG member jurisdictions. These relationships allow for SANBAG to work with private community organizations and the general public to address their transportation concerns. They also provide for SANBAG to serve as a facilitator and catalyst for addressing the mutual issues of concern to the SANBAG membership. A key example of which has been SANBAG's participation in efforts to address the home foreclosure crisis in San Bernardino County.

ATTACHMENT D

**San Bernardino Associated Governments
Budget Summary
Fiscal Year 2010/2011**

	Measure I										LTP/STAF	Grants / Other Revenue	Grant / Revenue Type	Total
	Valley					Mountain Desert								
	Local Distribution /Administration	Freeways, Interchanges & Major Streets	MetroLink / Rail	Senior / Disabled Transit	Express Bus / Bus Rapid Transit	Traffic Management Systems	Local Distribution / Administration	Major Local Highway/Local Streets	Senior / Disabled Transit	Traffic Management Systems				
REVENUES	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	17,251,880	52,095,631	6,559,232	6,559,232	1,639,808	1,639,808	13,270,131	4,764,552	952,911	266,815	-	-	-	105,000,000
	-	-	-	-	-	-	-	-	-	-	54,232,188	-	-	54,232,188
	-	1,656,343	576,878	260,634	16,398	230,124	-	47,460	11,911	1,822	-	-	-	200,909,730
	17,251,880	53,751,974	7,136,110	6,819,866	1,656,206	1,869,932	13,270,131	4,812,012	964,822	268,637	54,232,188	198,108,160	-	360,141,918
EXPENDITURES	148,310	144,311	-	-	-	-	5,868	-	-	-	-	28,653	LOC	327,142
	-	-	-	-	-	-	-	-	-	-	-	228,226	LOC	228,226
	226,459	365,820	48,310	-	-	-	6,329	-	-	-	-	-	-	646,918
	62,865	-	-	-	-	-	-	-	-	-	417,032	25,000	SAFE	504,897
	200,000	281,792	25,463	-	-	-	4,956	-	-	-	-	-	-	512,211
	-	-	-	-	-	-	-	-	-	-	-	70,382	RAR	70,382
	-	-	-	-	-	-	-	-	-	-	-	19,803	RAR	19,803
	53,861	298,332	20,000	-	-	-	6,522	-	-	-	-	-	-	378,715
	691,495	1,090,255	93,773	-	-	-	23,675	-	-	-	417,032	372,064	-	2,688,294
	-	-	-	-	-	93,161	-	-	-	-	10,351	-	CMAQ	103,512
	-	-	-	-	-	18,623	-	-	-	-	-	271,341	CMAQ	357,663
	-	-	-	-	-	55,693	-	-	-	-	-	429,857	CMAQ	485,550
-	-	-	-	-	64,703	-	-	-	-	-	499,397	CMAQ	564,100	
-	-	-	-	-	64,081	-	-	-	-	-	494,602	CMAQ	558,683	
-	-	-	-	-	-	-	-	-	-	-	1,594,816	SAFE	1,594,816	
-	-	-	-	-	77,000	-	-	-	-	-	1,962,709	SAFE, FSP	1,962,709	
-	-	-	-	-	138,634	-	-	-	-	-	8,556	SAFE	85,556	
Total Air Quality & Traveler Services	-	-	-	-	-	511,895	-	-	-	67,699	10,351	5,295,936	FSP	173,292
-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,885,881
Transportation Planning & Programming	-	-	-	-	-	120,679	-	-	-	-	5,000	-	-	125,679
	-	-	-	-	-	121,801	-	-	-	-	5,000	-	-	126,801
	-	-	-	-	-	161,461	-	-	-	-	5,000	-	-	166,461
	-	-	-	-	-	176,074	-	-	-	-	5,000	-	-	181,074
	-	-	-	-	-	-	-	-	-	-	-	98,953	LOC	98,953
	-	-	-	-	-	-	-	-	-	-	29,165	-	-	29,165
	-	-	-	-	-	-	-	-	-	-	5,000	-	PPM	753,113
	-	-	-	-	-	273,479	-	-	-	-	5,000	-	-	278,479
	-	-	-	-	-	270,978	-	-	-	-	5,000	-	-	275,978
	-	197,823	-	-	-	-	-	-	-	-	-	-	-	197,823
	-	-	-	-	-	-	-	-	-	-	-	-	-	43,675
	-	-	-	-	-	-	-	-	-	-	-	-	-	43,675

**San Bernardino Associated Governments
Budget Summary
Fiscal Year 2010/2011**

	Measure 1												LTF/STAF	Grants / Other Revenue	Grant / Revenue Type	Total
	Valley						Mountain Desert									
	Local Distribution / Administration	Freeways, Interchanges & Major Streets	Metrolink / Rail	Senior / Disabled Transit	Express Bus / Bus Rapid Transit	Traffic Management Systems	Local Distribution / Administration	Major Local Highway/Local Streets	Senior / Disabled Transit	Traffic Management Systems						
EXPENDITURES Transportation Planning & Programming 60911000 Strategic Planning/Delivery 61211000 Local Project Technical Assistance 70111000 Valley Signal Coordination Program 94111000 Mt./Desert Planning & Project Dev. Total Transportation Planning & Programming Major Project Delivery 81511000 Measure 1 Program Management 81711000 SR 60 Sound Wall 82011000 SR 210 Final Design 82211000 SR 210 Right of Way Acquisition 82411000 SR 210 Construction 82511000 I-10 Corridor Project Development 82611000 I-10 Cherry/Citrus Interchange 83011000 I-215 SANRIV Project Development 83411000 I-215 Final Design 83611000 I-215 Right of Way Acquisition 83811000 I-215 Construction 83911000 I-215 HOV Gap Closure Project 84011000 I-215 Barton Road Interchange 84111000 I-10 Riverside Interchange 84211000 I-10 Tipecanoe Interchange 84311000 I-10 Live Oak Canyon 84511000 I-215 Mt. Vernon Washington Interch. 85011000 Alternative Project Financing 86011000 I-10 Lane Addition-Redlands 86211000 I-10 Westbound Lane Addition-Yucaipa 86911000 Glen Helen Parkway Grade Separation 87011000 Hunts Lane Grade Separation 87111000 State St./University Pkwy. Grade Sep. 87211000 Ramona Avenue Grade Separation 87311000 Valley Blvd. Grade Separation 87411000 Palm Avenue Grade Separation 87511000 Main Street Grade Separation 87611000 So. Milliken Avenue Grade Separation 87711000 Vineyard Avenue Grade Separation 87811000 Archibald Avenue Grade Separation 87911000 Colton Crossing BNSF/UPRR Grade 88011000 I-15/I-215 Devore Interchange 8811000 Lenwood Road Grade Separation 88211000 No. Milliken Avenue Grade Separation	-	134,579	-	-	-	203,798	-	-	-	-	-	-	201,702	PPM	336,281	
	-	-	-	-	-	597,546	-	-	-	-	-	-	45,000	PPM	248,798	
	-	-	-	-	-	-	-	-	-	-	-	-	4,120,000	CMAQ	4,717,546	
	-	-	-	-	-	-	-	10,762	-	-	-	238,137	-	-	-	248,899
	-	332,402	-	-	-	1,969,491	-	10,762	-	-	-	297,302	5,218,768	-	7,828,725	
	-	4,499,139	-	-	-	-	-	-	-	-	-	-	-	-	-	4,499,139
	-	1,308,496	-	-	-	-	-	-	-	-	-	-	-	-	-	1,308,496
	-	1,653,641	-	-	-	-	-	-	-	-	-	-	-	-	-	1,653,641
	-	1,332,882	-	-	-	-	-	-	-	-	-	-	-	-	-	1,332,882
	-	2,713,251	-	-	-	-	-	-	-	-	-	-	-	4,939,958	STP, TEA	7,653,209
	-	1,210,497	-	-	-	-	-	-	-	-	-	-	-	1,543,124	LOC	1,210,497
	-	8,188,951	-	-	-	-	-	-	-	-	-	-	-	-	-	8,188,951
	-	298,720	-	-	-	-	-	-	-	-	-	-	-	-	-	298,720
	-	528,255	-	-	-	-	-	-	-	-	-	-	-	-	-	528,255
	-	971,500	-	-	-	-	-	-	-	-	-	-	-	6,400,000	CMAQ, PNRS	7,371,500
	-	1,717,144	-	-	-	-	-	-	-	-	-	-	-	68,890,213	CMAQ	70,607,357
	-	1,262,677	-	-	-	-	-	-	-	-	-	-	-	6,054,702	LOC, CMAQ	7,317,379
	-	565,444	-	-	-	-	-	-	-	-	-	-	-	186,867	LOC	752,311
	-	230,618	-	-	-	-	-	-	-	-	-	-	-	12,885,450	LOC	13,116,068
	-	900,000	-	-	-	-	-	-	-	-	-	-	-	5,254,018	DEMO	6,154,018
	-	105,000	-	-	-	-	-	-	-	-	-	-	-	-	-	105,000
	-	212,084	-	-	-	-	-	-	-	-	-	-	-	69,280	LOC	281,364
-	387,811	-	-	-	-	-	-	-	-	-	-	-	92,088	PPM	546,899	
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
-	591,736	-	-	-	-	-	-	-	-	-	-	-	29,715,545	SHOPP, CMA, STP	30,307,281	
-	2,224,186	-	-	-	-	-	-	-	-	-	-	-	-	-	2,224,186	
-	379,454	-	-	-	-	-	-	-	-	-	-	-	7,500,000	PNRS, TEA, TCRP	7,879,454	
-	26,613	-	-	-	-	-	-	-	-	-	-	-	-	-	26,613	
-	91,386	-	-	-	-	-	-	-	-	-	-	-	-	-	91,386	
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
-	23,977	-	-	-	-	-	-	-	-	-	-	-	5,000,000	LOC, STP	5,023,977	
-	61,481	-	-	-	-	-	-	-	-	-	-	-	-	-	61,481	
-	2,484,036	-	-	-	-	-	-	-	-	-	-	-	-	-	2,484,036	
-	1,938,919	-	-	-	-	-	-	-	-	-	-	-	-	-	1,938,919	
-	38,919	-	-	-	-	-	-	-	-	-	-	-	-	-	38,919	
-	245,585	-	-	-	-	-	-	-	-	-	-	-	-	-	245,585	
-	3,221,403	-	-	-	-	-	-	-	-	-	-	-	8,853,000	STP, TEA	12,074,403	
-	-	-	-	-	-	-	-	-	-	-	-	-	341,388	LOC	341,388	
-	173,666	-	-	-	-	-	-	-	-	-	-	-	30,000,000	RIP	30,173,666	

San Bernardino Associated Governments
Budget Summary
Fiscal Year 2010/2011

	Measure I													LTF/STAF	Grants / Other Revenue	Grant / Revenue Type	Total	
	Valley						Mountain Desert											
	Local Distribution /Administration	Freeways, Interchanges & Major Streets	MetroLink / Rail	Senior / Disabled Transit	Express Bus / Transit	Traffic Management Systems	Local Distribution / Administration	Major Local Highway/Local Streets	Senior / Disabled Transit	Traffic Management Systems								
EXPENDITURES	Major Project Delivery																	
	93111000 Debt Service-Major/97 Issue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	94411000 Debt Service-Major/96 Issue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	94811000 Debt Service-Major/01 Issue A	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	94911000 Debt Service-Major/01 Issue B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total Major Project Delivery	-	39,587,471	-	-	-	-	-	-	-	-	67,000	-	-	187,725,633	-	227,380,104	-
	Transit & Passenger Rail																	
	30911000 General Transit	-	-	-	-	-	206,403	-	-	-	-	-	-	5,000	-	-	211,403	-
	31511000 OMNITRANS	-	-	-	-	-	-	-	-	-	-	-	-	93,949	-	-	93,949	-
	31611000 Barstow-County Transit	-	-	-	-	-	-	-	-	-	-	-	-	41,942	-	-	41,942	-
	31711000 Victor Valley Transit	-	-	-	-	-	-	-	-	-	-	-	-	58,862	-	-	58,862	-
	31811000 Morongo Basin Transit	-	-	-	-	-	-	-	-	-	-	-	-	37,781	-	-	37,781	-
	31911000 Social Service Transportation Plan	-	-	-	131,185	-	-	-	-	-	-	-	-	129,068	-	-	260,253	-
	32011000 Needles Transit	-	-	-	-	-	-	-	-	-	-	-	-	16,269	-	-	16,269	-
	32111000 Mountain Area Transit	-	-	-	-	-	-	-	-	-	-	-	-	50,087	-	-	50,087	-
325211000 General Commuter Rail	-	-	300,000	-	-	-	-	-	-	-	-	-	178,250	-	-	478,250	-	
327711000 Commuter Rail Operating Expense	-	-	2,000,000	-	-	-	-	-	-	-	-	-	7,275,700	-	-	9,275,700	-	
37811000 Speedway Rail Operating Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000,000	-	
37911000 Commuter Rail Capital Expense	-	-	1,000,000	-	-	-	-	-	-	-	-	-	142,133	-	-	142,133	-	
38011000 Redlands Rail Extension	-	-	-	-	-	-	-	-	-	-	-	-	48,948	-	-	48,948	-	
38111000 Gold Line Phase II	-	-	-	-	-	-	-	-	-	-	-	-	99,992	-	-	99,992	-	
50111000 Federal Transit Act Programming	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Transit & Passenger Rail	-	-	3,300,000	131,185	-	206,403	-	-	-	-	-	-	8,177,981	-	-	11,815,569	-	
Transportation Fund Administration																		
50211000 TDA Administration	-	-	-	-	-	-	-	-	-	-	-	-	450,000	-	-	450,000	-	
50411000 Measure I Administration-Valley	146,596	-	-	-	-	-	-	-	-	-	-	-	-	-	-	146,596	-	
50511000 Measure I Administration-Mt./Desert	-	-	-	-	-	-	161,763	-	-	-	-	-	-	4,800	LOC	166,563	-	
50611000 Local Transportation Fund	-	-	-	-	-	-	-	-	-	-	-	-	44,879,522	-	-	44,879,522	-	
50711000 State Transit Assistance Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
51311000 Measure I Elderly/Disabled Transit	-	-	-	6,428,047	-	-	-	-	-	-	-	-	-	-	-	6,428,047	-	
51511000 Measure I Apportionment & Allocation	15,709	6,366,000	10,000	-	5,000	10,000	-	-	-	-	-	-	-	-	-	6,514,806	-	
61011000 Measure I 2010-2040 Project Advance	-	8,204,000	-	-	-	45,099	-	-	-	-	-	-	-	-	-	8,249,099	-	
90711000 Debt Service-Big Bear/92 Issue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
90811000 Debt Service-Mt./Unincorp/92 Issue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
91800000 Valley Measure I Local Pass Thru	16,398,080	-	-	-	-	-	-	-	-	-	-	-	-	-	-	16,398,080	-	
91801000 Mt./Desert Measure I Local Pass Thru	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13,073,931	-	
94611000 Debt Service-Barstow/96 Issue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
95011000 Debt Service-Yucca Valley/01 Issue B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Transportation Fund Administration	16,560,385	14,570,000	10,000	6,428,047	5,000	55,099	13,235,694	-	-	-	-	-	45,329,522	-	112,897	96,306,644	-	
Total Expenditures	17,251,880	55,580,128	3,403,773	6,559,232	5,000	2,742,888	13,270,131	-	-	-	134,699	-	54,232,188	-	198,725,298	351,905,217	-	

**San Bernardino Associated Governments
Budget Summary
Fiscal Year 2010/2011**

	Measure 1												LTP/STAF	Grants / Other Revenue	Grant / Revenue Type	Total
	Valley					Mountain Desert										
	Local Distribution /Administration	Freeways, Interchanges & Major Streets	Metrolink / Rail	Senior / Disabled Transit	Express Bus / Bus Rapid Transit	Traffic Management Systems	Local Distribution / Administration	Major Local Highway/Local Streets	Senior / Disabled Transit	Traffic Management Systems						
RECAP	90,000	51,321,185	21,100,254	8,574,718	-	9,328,339	-	-	-	-	3,265,631	22,517,764		116,197,891		
Estimated Beginning Fund Balance	17,251,880	53,751,974	7,136,110	6,819,866	1,656,206	1,869,932	13,270,131	4,812,012	964,822	268,637	54,232,188	198,108,160		360,141,918		
Total Revenues	17,251,880	55,580,128	3,403,773	6,559,232	5,000	2,742,888	13,270,131	-	-	134,699	54,232,188	198,725,298		351,905,217		
Total Expenditures	-	(1,828,154)	3,732,337	260,634	1,651,206	(872,956)	-	4,812,012	964,822	133,938	-	(617,138)		8,236,701		
Excess of Revenues Over (Under) Expenditures	-	-	-	-	-	-	-	-	-	-	60,186,773	-		60,186,773		
Estimated Prior Year Budgeted Revenues	(90,000)	(36,037,074)	(6,545,000)	-	-	(13,683)	-	-	-	-	(60,332,166)	(21,710,126)		(124,728,049)		
Estimated Encumbrances	-	-	-	-	-	-	-	-	-	-	-	-		-		
Transfers In (Out)	-	(10,419,126)	(1,311,846)	-	(327,962)	(327,962)	-	(952,910)	-	(53,363)	-	-		(13,393,169)		
20% Reserve	-	-	-	-	-	-	-	-	-	-	-	-		-		
Estimated Ending Fund Balance	-	3,036,831	16,975,745	8,835,352	1,323,244	8,113,738	-	3,859,102	964,822	80,575	3,120,238	190,500		46,500,147		

Grant/Revenue Type Legend

ARRA - American Recovery & Reinvestment Act	FSP - Freeway Service Patrol	LOC - Local Funds/Reimbursements	PUC - Public Utilities Commission	STP - Surface Transportation Program
CMAQ - Congestion Mitigation Air Quality	FTA - Federal Transit Administration	MSRC - Mobile Source Air Pollution Reduction Review Committee	RAR - Rail Asset Revenue	STS - Speedway Ticket Sales
CMIA - Corridor Mobility Improvement Account	IP - Interregional Improvement Program	PNRS - Projects of National & Regional Significance	RIP - Regional Improvement Program	TCRP - Traffic Congestion Relief Program
DEMO - Federal Demonstration Funds	LIP - Longer Life Pavement	PPM - Planning, Programming & Monitoring	SAFE - Service Authority for Freeway Emergencies	TEA - Transportation Enhancement Activities

**San Bernardino Associated Governments
Budget Summary
Fiscal Year 2010/2011**

	Measure I										
	Valley					Mountain Desert					
	Local Distribution /Administration	Freeways, Interchanges & Major Streets	MetroLink / Rail	Senior / Disabled Transit	Express Bus / Bus Rapid Transit	Traffic Management Systems	Local Distribution / Administration	Major Local Highway/Local Streets	Senior / Disabled Transit	Traffic Management Systems	Total
MEASURE I RECAP											
Estimated Beginning Fund Balance:											
Measurel 1990-2010	90,000	51,321,185	21,100,254	8,574,718	-	9,328,339	-	-	-	-	90,414,496
Measurel 2010-2040	-	-	-	-	-	-	-	-	-	-	-
Total	90,000	51,321,185	21,100,254	8,574,718	-	9,328,339	-	-	-	-	90,414,496
Total Revenues:											
Measurel 1990-2010	-	1,536,783	573,773	260,634	-	213,726	-	-	-	-	2,584,916
Measurel 2010-2040	17,251,880	52,215,191	6,562,337	6,559,232	1,656,206	1,656,206	13,270,131	4,812,012	964,822	268,637	105,216,654
Total	17,251,880	53,751,974	7,136,110	6,819,866	1,656,206	1,869,932	13,270,131	4,812,012	964,822	268,637	107,801,570
Total Expenditures:											
Measurel 1990-2010	-	16,820,894	403,773	-	-	2,742,888	-	-	-	-	19,967,555
Measurel 2010-2040	17,251,880	38,759,234	3,000,000	6,559,232	5,000	-	13,270,131	-	-	134,699	78,980,176
Total	17,251,880	55,580,128	3,403,773	6,559,232	5,000	2,742,888	13,270,131	-	-	134,699	98,947,731
Excess of Revenues Over (Under) Expenditures:											
Measurel 1990-2010	-	(15,284,111)	170,000	260,634	-	(2,529,162)	-	-	-	-	(17,382,639)
Measurel 2010-2040	-	13,455,957	3,562,337	-	1,651,206	1,656,206	-	4,812,012	964,822	133,938	26,236,478
Total	-	(1,828,154)	3,732,337	260,634	1,651,206	(872,956)	-	4,812,012	964,822	133,938	8,853,839
Estimated Prior Year Budgeted Revenues:											
Measurel 1990-2010	-	-	-	-	-	-	-	-	-	-	-
Measurel 2010-2040	-	-	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	-	-	-
Estimated Encumbrances:											
Measurel 1990-2010	(90,000)	(36,037,074)	(6,545,000)	-	-	(13,683)	-	-	-	-	(42,685,757)
Measurel 2010-2040	-	-	-	-	-	-	-	-	-	-	-
Total	(90,000)	(36,037,074)	(6,545,000)	-	-	(13,683)	-	-	-	-	(42,685,757)
Transfers In (Out):											
Measurel 1990-2010	-	-	-	-	-	-	-	-	-	-	-
Measurel 2010-2040	-	-	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	-	-	-
20% Reserve:											
Measurel 1990-2010	-	-	-	-	-	-	-	-	-	-	-
Measurel 2010-2040	-	(10,419,126)	(1,311,846)	-	(327,962)	(327,962)	-	(952,910)	-	(53,363)	(13,393,169)
Total	-	(10,419,126)	(1,311,846)	-	(327,962)	(327,962)	-	(952,910)	-	(53,363)	(13,393,169)
Estimated Ending Fund Balance:											
Measurel 1990-2010	-	0	14,725,254	8,835,352	-	6,785,494	-	-	-	-	30,346,100
Measurel 2010-2040	-	3,036,831	2,250,491	-	1,323,244	1,328,244	-	3,859,102	964,822	80,575	12,843,309
Total	-	3,036,831	16,975,745	8,835,352	1,323,244	8,113,738	-	3,859,102	964,822	80,575	43,189,409

ATTACHMENT E

Staffing Overview

This section of the SANBAG budget provides information relative to human resources requirements for Fiscal Year 2010/2011. The SANBAG workforce is comprised of a small group of professionals and support personnel who manage and implement various programs approved by the Board of Directors. As with any organization, SANBAG's human resources are the most critical and valued asset which move the organization toward attaining the goals and objectives set forth by the governing body.

Management Structure

SANBAG has a simple management structure which serves to facilitate the diverse responsibilities of the organization. Seven senior management staff lead small units of employees to carry out an array of programs under the general direction of the SANBAG Executive Director. The very nature of SANBAG's tasks requires that the senior management staff work independently and that they frequently engage in project development and implementation activities at the regional and statewide level.

SANBAG has built a team of senior management staff who work in a highly collaborative manner to address SANBAG management and policy issues. The senior management staff is accountable for objectives established annually within the SANBAG budget. A graphic representation of the management structure is depicted in the *SANBAG Organization Chart*.

Staffing

The SANBAG workforce proposed in this budget is composed of the Executive Director, seven senior management positions, twenty-five professional/administrative positions, and twelve support positions. This budget proposes no additional positions.

This budget downgrades one Transit Analyst, Senior position with a Transit Analyst position to recognize the retirement of an experienced staff person. This downgrade will result in some initial salary and benefit savings to SANBAG.

In addition to regular employees, temporary workers are occasionally used based on their particular skill level and availability in accordance with agency needs. There is no expectation that temporary employees will be elevated to regular positions or that their employment will be extended beyond the particular project for which they are hired. Temporary employees receive an hourly wage, with no benefits. In the past year, SANBAG has used temporary employees to perform tasks in the areas of data management, finance, and air quality and mobility.

The Fiscal Year 2010/2011 budget provides funding for a total of 45 regular employees and temporary employees for short-term assistance.

Contractors - SANBAG makes substantial use of contractors to provide numerous services critical to attaining the goals of the organization. These contractors fall into two distinct categories:

Supplemental Expertise Contractors. SANBAG retains a number of professional

services contractors who provide on-going support in specific areas of expertise. Current contractors in this category have particular expertise in the areas of legal services, rail development and operations, project management, social service oriented transportation, legislative advocacy, computer network administration, financial and investment management. Each holds unique qualifications in specialized areas of expertise relative to SANBAG programs. These contractors render on-going advice and assistance in their specialized field and provide critical support to the on-going programmatic functions performed at SANBAG.

Project Specific Contractors. A number of consultants are retained to perform specific, identifiable projects. These contractors are retained to perform specific tasks within specified time frames. Under these contracts, consultants perform such work as traffic and facility studies, environmental review, transportation planning studies, and project engineering and design work. The use of these contractors provides for a fluctuating work force, based upon the agency requirements, and is of particular importance to the major freeway construction projects which are the largest component of the SANBAG Measure I transactions and use tax program.

Utilization of professional services contractors is an integral part of the management strategy and an essential component of the agency resources required to meet organizational goals. It is a strategy which has dividends both organizationally and fiscally to meet the changing human resources demands of the organization.

Salaries and Benefits

The *Salaries and Benefits Schedule* contained in this budget illustrates the total estimated costs for salaries and benefits during the FY 2010/2011 budget year, as estimated in April, 2010. The total salary and benefit cost proposed in the FY 2010/2011 budget is \$6,718,138 which represents 1.9% of the total budgeted new expenditures.

This budget includes some changes in benefits over the prior year. The Employee Assistance Program will be eliminated as a separate benefit. The mental health provisions of this program will be integrated into regular health insurance due to recent health insurance reforms. This will result in a slight budget decrease to SANBAG.

This year, SANBAG will begin providing the same vision care benefit provided to county employees. Currently, SANBAG employees have no vision care benefit. This change will add \$7,000 to the SANBAG budget.

The final change in benefits this year is to add a monthly vehicle allowance for the Construction Manager position. Until this year, all construction management was done by contract. Now that we have a construction manager as an employee, we need to make provision for a vehicle allowance due to the amount of time this position must spend traveling to the various job sites on a daily basis. This change will add \$8,400 to the SANBAG budget.

Staff Utilization

SANBAG budgets costs related to regular and temporary employees by allocation of their total

hours to specific tasks. The pie chart entitled Hourly Staff Utilization by Program provides a visual display of human resources distributed by program. Also provided in this chapter is a table entitled Staff Utilization Report that depicts hours allocated by senior management, administrative/professional, and support employees to each task in the budget.

The *Staff Utilization Report* displays the distribution of resources among the various SANBAG tasks and programs, reflecting the amount of management and support staff hours necessary to perform tasks contained in the budget. Each full-time employee is budgeted for a total of 2,080 hours annually. In addition to hours worked, this total includes vacation, holiday, administrative, and sick leave. The hours worked by each employee are assigned directly to tasks approved in the annual budget, normally based on 1,850 hours worked.

For development of the annual budget, SANBAG employees allocate their total work hours among tasks based on their estimation of time necessary to accomplish work elements in the identified tasks. However, as work is performed throughout the year, hours are charged in accordance with actual time spent. As might be expected, the actual hours to accomplish tasks may vary from the original estimates included in the budget. SANBAG staff is authorized to reallocate budgeted salary costs from one program to another administratively as such adjustments may become necessary. This authority provides for accurate recordation of costs associated with budgeted tasks and provides important base information for future budgeting estimates.

Table of Regular Positions
Fiscal Year 2010/2011

Support Group	FY 08/09	FY 09/10	FY 10/11
Senior Accounting Assistant	1	1	1
Accounting Assistant (II)	2	2	2
Clerk/Receptionist (II) & (III)	2	2	2
Secretary (I) & (II)	2	2	2
Secretary (III)	4	4	4
Assistant to the Clerk of the Board	1	1	1
Total Support Group	12	12	12
Administrative/Professional Group			
Accounting Manager	1	1	1
Administrative Services Specialist	1	1	1
Air Quality/Mobility Program Manager	1	1	1
Air Quality/Mobility Specialist	1	1	1
Chief of Alternative Project Financing	1	1	1
Chief of Planning	1	1	1
Chief of Programming	1	1	1
Clerk of the Board/Administrative Assistant	1	1	1
Construction Manager	1	1	1
Contracts/Controls Manager	1	1	1
Data Program Administrator	1	1	1
Human Resources/Information Services Manager	1	1	1
Legislative Specialist	1	1	1
Project Delivery Manager	0	2	2
Public Information Officer	1	1	1
Public Information Specialist	1	1	1
Transit Analyst, Senior	1	1	0
Transit Analyst-Finance	0	0	1
Transit Analyst	1	1	1
Transit Specialist	1	1	1
Transportation Planning/Programming Analyst (Senior)	1	1	1
Transportation Planning/Programming Analyst	3	3	3
Transportation Planning Specialist	1	1	1
Total Administrative/Professional Group	23	25	25
Senior Management Group			
Chief Financial Officer	1	1	1
Director of Air Quality & Mobility Programs	1	1	1
Director of Freeway Construction	1	1	1
Director of Intergovernmental & Legislative Affairs	1	1	1
Director of Management Services	1	1	1
Director of Planning & Programming	1	1	1
Director of Transit & Rail Programs	1	1	1
Executive Director	1	1	1
Total Senior Management Group	8	8	8
TOTAL REGULAR POSITIONS	43	45	45

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 6

Date: April 14, 2010

Subject: Selection of San Bernardino Santa Fe Depot Property/Facility Management Firm

Recommendation:*

1. Approve selection of CityCom Real Estate Services, Inc. (CityCom) for property and facility management services at the San Bernardino Santa Fe Depot.
2. Approve SANBAG Contract C10164 with CityCom in the amount of \$45,600 as identified in the Financial Impact Section.

Background: SANBAG and the City of San Bernardino, as co-owners of the Depot as Tenants-in-Common share the responsibilities for the Depot as spelled out in Cooperative Agreement A04040. One of those responsibilities is the retention of a property and facility management firm.

In February, the SANBAG Board authorized staff to release a Request for Proposal RFP10164 for Property Management/Facilities Management Services for the Santa Fe Depot.

Staff finalized the RFP and issued it on February 4, 2010 with proposals due on March 10, 2010. The RFP was mailed and posted on the SANBAG website. The RFP included notice of a pre-proposal meeting and tour of the depot building conducted on February 24, 2010 with prospective firms. The answers to questions raised and the clarification of issues were addressed in Addendum No. 1

*

Approved
Administrative Committee

Date: _____

Moved: _____ *Second:* _____

In Favor: _____ *Opposed:* _____ *Abstained:* _____

Witnessed: _____

to the RFP that was issued on March 3, 2010. Addendum No. 1 was emailed to each firm and was also posted on the SANBAG website.

Although the RFP was mailed to 25 firms and 4 prospective firms attended the pre-proposal meeting on February 24, 2010, CityCom was the one and only firm who submitted a proposal. Staff believes adequate notice and time was provided to all firms to meet the March 10, 2010 deadline for proposal submission.

Staff is recommending the approval of a contract with CityCom for continued performance of property and facility management duties for the depot. CityCom has provided services to the Santa Fe Depot since SANBAGs initial occupancy of the Depot in 2004. They are currently under contract for property and facility management services until June 30, 2010. CityCom is familiar with the uniqueness and historical significance of the Santa Fe Depot and in their 6-year tenure have performed satisfactorily, having assisted in negotiating the existing leases with Southern California Regional Rail Authority (SCRRA), Southern California Association of Governments (SCAG), and Destinations Inc. CityCom has also been very responsive when called upon for building related issues.

The new contract has a term of one year beginning July 1, 2010, with the option for four additional one-year extensions. The monthly property management fee will be \$3,800 per month and will be locked at this rate for each approved extension. A portion of the management fee is paid by the occupying tenants of the building with the remaining portion equally split between SANBAG and the City. As more of the Depot is occupied, the portion split by SANBAG and the City will be reduced. It is expected that expenses associated with janitorial, landscape and security services will be billed directly to the property management firm for payment from an operating account for building expenses.

CityCom will maintain the current leasing commissions for new tenants in the amount of 6% of the first and second years' lease income; 5% of the third and fourth years' lease income; 4% of the fifth years' lease income; and 2% of the lease income for the remainder of the lease term. The lease commission is consistent with most other commercial brokerages.

The annual cost of this contract is \$45,600 for Fiscal Year 2010-2011.

Financial Impact:

The initial year of the contract \$45,600 is consistent with the Proposed Fiscal Year 2010/2011 budget with expenses included under the Task IAF10 and 80511000 Building Operations, the extension years will be budgeted in their

respective years. Using the current building occupancy the share of the first year management fee is allocated thusly: SANBAG \$29,366.40, the Southern California Regional Rail Authority (SCRRA) \$2,900.67, Destinations Inc. \$371.29, Southern California Association of Governments (SCAG) \$1,856.43 and the City of San Bernardino will pay \$5,552.51.

Reviewed By: This item is scheduled for review by the Administrative Committee on April 14, 2010. Contract C10164 was reviewed and approved by SANBAG Counsel as to legal form.

Responsible Staff: Duane A. Baker, Director Management Services

SANBAG Contract No. C10164

by and between
San Bernardino Associated Governments
 and

CityCom Real Estate Services, Inc.

for

Property Management at the San Bernardino Santa Fe Depot

FOR ACCOUNTING PURPOSES ONLY

<input checked="" type="checkbox"/> Payable <input type="checkbox"/> Receivable	Vendor Contract # Vendor ID: CCRES	Retention: <input type="checkbox"/> Yes % <input type="checkbox"/> No	<input checked="" type="checkbox"/> Original <input type="checkbox"/> Amendment
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Notes:

Original Contract:	\$ 45,600	Previous Amendments	\$ 0
		Previous Amendments	\$ 0
		Contingency / Allowance Total:	
Contingency / Allowance Amount	\$ 0	Current Amendment:	\$ 0
		Current Amendment Contingency / Allowance:	\$ 0

Contingency Amount requires specific authorization by Task Manager prior to release.

Contract TOTAL ► \$ 45,600

* Funding sources remain as stated on this document unless and until amended by proper authority. Funding sources are those which are ultimately responsible for the expenditure.

▼ Include funding allocation for the original contract or the amendment

Main Task/ Project	Level 1	Level 2	Cost Code/ Object	Grant ID/ Supplement	Funding Sources/ Fund Type (Measure I, STP, CMAQ, etc.)	Amounts for Contract Total or Current Amndmnt Amt
IAF10	000	000	5553	000	1 Indirect Allocation – FY 2010	\$ 29,366.40
8051000	000	000	5553	000	2 Rail Asset	\$ 5,552.60
					3 SCRRA	\$2,900.67
					4 City of San Bernardino	\$5,552.61
					5 SCAG	\$1,856.43
					6 Destinations Inc.	\$371.29

Original Board Approved Contract Date: 6/2/10 Contract Start: 7/1/10 Contract End: 6/30/11

New Amend. Approval (Board) Date: Amend. Start: Amend. End:

Allocate the Total Contract Amount or Current Amendment amount between Approved Budget Authority in the current year and Future Fiscal Year(s) Unbudgeted Obligation.

Approved Budget Authority ►	Fiscal Year: 10/11 \$ 45,600.00	Future Fiscal Year(s) – Unbudgeted Obligation ►	\$
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☒ Budget authority for this contract currently exists in Task No. IAF10 & 8051000 (C-Task may be used here.).

☐ A budget amendment is required. A Budget Amendment Request is attached.

CONTRACT MANAGEMENT

Check all applicable boxes:

☐ Intergovernmental ☐ Private ☐ Federal Funds ☒ State/Local Funds
☐ Disadvantaged Business Enterprise (DBE) ☐ Underutilized DBE (UDBE)

Task Manager: Duane Baker

Contract Manager: Colleen Franco

Duane C Baker 4-8-10
Task Manager Signature Date

Colleen E Franco 4/8/10
Contract Manager Signature Date

Chief Financial Officer Signature Date

Agreement C10164

**PROPERTY MANAGEMENT AGREEMENT
Between
SAN BERNARDINO ASSOCIATED GOVERNMENTS
And
CITYCOM REAL ESTATE SERVICES, INC.
For The
SAN BERNARDINO SANTA FE DEPOT**

This Property Management Agreement ("Agreement") is made and entered into as of this 2nd day of June 2010, by and between the San Bernardino Associated Governments, ("SANBAG"), and CityCom Real Estate Services, Inc., ("MANAGER").

BACKGROUND

WHEREAS, SANBAG and the City of San Bernardino ("CITY") jointly own certain real property in the City of San Bernardino, California, located at 1170 West Third Street, San Bernardino, CA, which property is known as the San Bernardino Santa Fe Depot (the "Depot"), and,

WHEREAS, SANBAG has the exclusive right to enter into, amend or terminate all property management agreements at the Depot, pursuant to SANBAG Cooperative Agreement C10164 with the CITY; and,

WHEREAS, SANBAG requires certain professional services relating to the management of the Depot and MANAGER is qualified to provide those management services,

NOW, THEREFORE, in consideration of the terms and conditions set forth herein, SANBAG and MANAGER do hereby agree as follows:

1. Premises

MANAGER will provide the services as described in this Agreement and more particularly described in Section 3 (Scope of Work) for the area of the Depot described as Area "D" on Exhibit "A" which is made a part of this Agreement. This Area will hereinafter be referred to as the "Premises".

2. Management Term.

This Agreement shall commence as of July 1, 2010, and shall continue until June 30, 2011. SANBAG reserves the right, at its option and upon 30 days prior written notice, to renew this Agreement for four additional one-year extensions.

3. Scope of Work

MANAGER shall perform the following services subject to SANBAG's direct supervision, participation, and acceptance and review where required:

(a).Lease Administration:

- Rent collection, including facilities for tenants to pay via credit card if desired;
- Computerized tenant accounting with mailed monthly rent statements and return envelopes, making rent payments easier for tenants;
- Monitoring & implementation of lease provisions, such as periodic rent increases, assessment of late fees, requesting insurance certificates, notification of key events (such as expirations and options to extend or expand), etc.;
- Handling of evictions when necessary, including preparation and service of 3-Day and 30-Day Notices, and interaction with legal counsel throughout the Unlawful Detainer process;
- MANAGER staff member specializing in and dedicated to fielding maintenance requests, consulting lease documents to verify responsibility, dispatching the appropriate vendor, and follow-up with tenants to ensure successful resolution.

(b).Facilities Management:

- On-site staff on a regular schedule during business hours to inspect and supervise vendor performance for the building and common areas, and periodic MANAGER senior management visits to ensure management performance;
- Ensuring that all maintenance and alterations are within the allowable guidelines in keeping with the historical significance of the Depot;
- Handle all competitive bidding for any maintenance or repair services required for the building and common areas, including but not limited to landscaping, janitorial, day porter, parking lot maintenance, HVAC, pest control etc.
- Monitor HVAC control system and make adjustments as necessary;
- Coordinate with security firm to maintain security and parking control, including initial investigation to determine feasibility and economics of utilizing the existing security services provided by the CITY or Southern California Rail Authority to determine if an economy of scale would apply;
- 24hour/7day emergency response system using our toll-free number.

(c).Full General Ledger Accounting:

- Billing and collection of all charges to tenants and adjoining property owners as appropriate;

- Preparing a Budget and annual reconciliation and pro-rata billings of common area maintenance & operating expense increase pass-throughs as appropriate, including documentation and allocation of non-leased space costs to SANBAG and the CITY;
- Processing of payables to ensure timely vendor payments;
- Monthly financial reports showing all funds received and disbursed, complete with current and historical profit and loss statements, occupancy reports, bank reconciliations, and various other custom reporting capabilities, and distribution of any net income revenue to the CITY and SANBAG;
- Monthly narrative property report, featuring operational, leasing, and financial highlights from the previous month.
- MANAGER agrees to use due diligence and to employ its reasonable efforts to ensure that the actual costs of maintaining and operating the Premises shall not exceed the amount provided in the applicable Budget (either total or in any line-item).

(d).Leasing:

- Marketing available space(s), handling tours of the suites to prospective tenants, and where appropriate, hiring and supervision of commercial leasing broker alliances to increase exposure;
- Utilizing tenant screening measures, including processing applications, credit reports, financial information, etc. to determine and make recommendations as to acceptance and associated risk of each prospect;
- Landlord represented negotiations for prospective new tenants or existing tenants' lease renewals as the case may be, using either our proprietary comprehensive commercial leases customized for the Premises, or any existing preferred lease documentation per the provisions of Section VIII of SANBAG Policy 11000;
- Market, schedule, and arrange accommodations for the availability of the banquet/board meeting room for community meetings and other events.

4. Fees

(a.) Property Management Fee - SANBAG shall pay MANAGER as compensation for the services rendered by MANAGER under this Agreement, including all labor, materials, expenses and other reimbursable costs that are required and incurred by MANAGER in performing services under this Agreement, the sum of \$3,800.00 per month. Should SANBAG exercise the extension options, the monthly rate of \$3,800 shall be applied to each of the extensions.

(b.) Lease Commissions - MANAGER shall be entitled to the following commissions on leases of Premises space executed after March 15th 2004, and prior to the termination of this Agreement: 6% of first and second years' lease income; 5% of third and fourth years' lease income; 4% of fifth years' income; and 2% of the lease income for the remainder of the lease term. MANAGER shall not be entitled to

lease commissions from any lease SANBAG enters into with Amtrak or with Metrolink (Southern California Regional Rail Authority).

(c.) MANAGER shall be permitted to issue a check for the Property Management Fee from the Premises Operating Account on or after the first day of the month following the month for which the fee is due.

5. Service and Supply Contracts

(a) MANAGER shall directly select, supervise and engage with the written approval of the Executive Director of SANBAG, independent contractors, suppliers and vendors, in the operation, repair, maintenance and servicing of the Premises, including but not limited to those necessary for custodial services, landscaping services, security services, the supplying of electricity, gas, water, telephone, cleaning, elevator maintenance, vermin extermination, trash removal, and other services deemed necessary or advisable by MANAGER for the operation of the Premises.

(b) All service contracts shall, unless expressly approved in writing by SANBAG: (i) include a provision for cancellation (without penalty) by SANBAG on not more than thirty (30) days' written notice, (ii) require that all contractors provide evidence of insurance specified in Section 11 of this Agreement, and (iii) include a provision requiring the contractor to indemnify SANBAG, CITY and MANAGER for any and all claims arising from its acts and omissions, including but not limited to willful misconduct, negligence and all actions in excess of the authority granted to the contractor under the terms of its contract with MANAGER.

(c.) Informal Competitive Procurement - Informal competitive procurement procedures will generally be used for purchases in excess of \$5,000, but not exceeding \$25,000. The following general procedures, depending upon the type of purchase, should be used for informal competitive procurement:

(1). A telephone survey for quotations will generally be taken for purchases of goods and services. In such cases, the buyer specifically identifies the item being purchased. Award of a purchase order will be to the lowest responsive responsible bidder whose bid conforms to the requirements.

(2). Informal Requests for Quotes or letters may be required if the goods or services being requested require bidders to have more detail. MANAGER will issue a Request for Quotation to a limited number of firms/individuals. Award of a purchase order will be to the responsible bidder whose bid conforms to the requirements and is most advantageous to SANBAG as to price and other factors considered.

(3). Use of electronic quotation systems operating within San Bernardino County is authorized.

(4). MANAGER will document results of all such informal procurement actions.

(d). Formal Competitive Procurements - The formal Request for Proposal (RFP)/Request for Qualifications (RFQ) process is used to solicit proposals for services in excess of \$25,000 and for solicitation of proposals less than \$25,000 in instances where this process is deemed appropriate.

(1). The RFP/RFQ process is a competitive procurement process that requires evaluation of offeror's proposal and qualifications. This competitive procurement process does not require award to the lowest bidder.

(2). This process applies to professional services contracts and product specific professional and technical consulting contracts. These contracts shall be awarded based upon demonstrated competence and on the professional qualifications and capabilities necessary for the performance of services required at a fair and reasonable price to SANBAG.

(3). MANAGER will provide complete RFP packages to vendors identified as providing the specific services being requested in the RFP/RFQ either by mail or other methods.

(4). MANAGER will maintain a control record as RFP packets are distributed indicating the date and time of distribution. The record shall contain the names and addresses of offerors receiving the proposal invitations and attendance at pre-proposal conferences, if held. The control record shall be used as a mailing list for the issuance of addendums and as a verification record in the case of vendor protests.

(5). Pre-proposal conferences will be held, when appropriate, to discuss the basic requirements such as instructions to the offerors, funding, contract type, evaluation criteria, and specific points that should be addressed in each proposal.

(6). Included in the RFP/RFQ, will be the question if their firm was ever terminated from a contract. If so, the firm will be required to describe the facts and circumstances in detail.

(e). Formal Competitive Procurements - Request for Bids

(1). The competitive sealed bid method of procurement is used for purchases in excess of \$25,000:

(a).When a complete, adequate and realistic specification or purchase description is available;

(b).Two or more responsible suppliers are willing and able to compete effectively; and

(c).The procurement lends itself to a firm-fixed price contract and the election of the successful bidder can be made on the basis of price.

(2). A control record will be maintained as invitations for bids are distributed indicating the date, time, and/or place of distribution or notice. The record shall contain the names and addresses of offerors receiving the proposal invitations or posting of the notice. The control record shall be used as a mailing list for the issuance of notices relative to the request for bids and as a verification record in the case of vendor protests.

(3). Award of a contract shall be made to the responsive, responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is lowest in price.

(f). Sole Source Process

(1). In those specific instances when it may be necessary or prudent to enter into sole source contracts, specific approval shall be required. All sole source contracts shall be governed by the following guidelines:

(a). Sole source contracts may be recommended for approval upon a finding of appropriateness and that it is in the best interest of the agency to do so.

(b). Contracts may be recommended for approval on a sole source selection based upon a requirement for unique qualifications, the existence of significant time constraints, and/or in certain instances of demonstrated experience.

(c). Any recommendation for approval of a contract for which a competitive process has not been completed shall contain justification for the lack of competition.

(2). The SANBAG Executive Director, or his designee, shall approve sole source procurements up to \$25,000, using the guidelines outlined in this

section. Such sole source procurements shall be routinely reported to the SANBAG Board of Directors.

6. Leases

The SANBAG Board of Directors must approve all leases. A call for bids of the space proposed for lease shall be posted in at least three public places for not less than 15 days and published for not less than two weeks in a newspaper of general circulation. The highest proposal for the proposed lease submitted in response to a call for bids shall be accepted, or all bids shall be rejected.

Leases for a period not exceeding ten years and having an estimated monthly rental of not more than \$5,000 may be excluded from the bidding procedure specified in the preceding paragraph. Leases excluded from the bidding procedure shall be subject to the following requirements.

(a). Notices requesting offers to lease SANBAG property shall be posted in the SANBAG offices. Notices shall also be mailed or delivered at least 15 days prior to accepting offers to lease to any person who has filed written request for notice with SANBAG. Such requests to receive notices shall be renewed annually. Notice shall be published as provided in Government Code Section 6061.

(b). Notices requesting offers to lease SANBAG property shall describe the property proposed to be leased, the terms of the lease, the location where offers to lease the property will be accepted, the location where leases will be executed, and any SANBAG officer authorized to execute the lease.

(c). The Executive Officer, or his designee, is authorized to approve and execute leases exempted from the bidding procedures specified in the preceding paragraph.

(d). Leases exempt from the bidding procedures specified in the preceding paragraph are not renewable except by approval of the Board of Directors after a competitive process.

7. Disbursements for Expenses of Property

MANAGER shall, consistent with the approved Budget, (i) pay all bills which MANAGER determines are properly payable, (ii) pay water charges, sewer rent, and utility assessments and all other charges and impositions as they shall become due and payable. MANAGER shall pay all bills on a timely basis and/or as directed by SANBAG solely out of the Operating Account.

8. Tenant Lease Compliance, Service Requests and Complaints

MANAGER shall maintain businesslike relations with tenants. MANAGER shall use its reasonable efforts and due diligence to secure full compliance by tenants with the terms and conditions of their respective leases, and to this end, MANAGER shall use its reasonable efforts to see that all tenants are informed with respect to such rules, regulations and notices as may be promulgated by SANBAG. MANAGER shall not knowingly take any action which would violate any tenant's lease, and shall promptly deliver to SANBAG any notice of default received from a tenant and use its reasonable efforts to cure such default.

9. Construction Management Services.

For projects of less than \$5,000.00, MANAGER shall order labor and materials and provide the associated supervision and direction for the installation of such renovations, improvements and/or alterations to the Premises. Further, MANAGER shall, at the cost and expense of SANBAG, provide labor and materials, through contractors approved in writing by SANBAG, to perform such work. For projects greater than \$5,000, MANAGER shall, subject to SANBAG authorization, receive a fee equal to 10% of project cost for its project supervision.

10. Indemnification

MANAGER agrees to indemnify, defend and hold harmless SANBAG, CITY and its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages and/or liability arising from MANAGER's acts, errors or omissions and for any costs or expenses incurred by SANBAG on account of any claim therefore, except where such indemnification is prohibited by law.

11. Insurance

(a). Without in any way affecting the indemnity herein provided and in addition thereto, MANAGER shall secure and maintain throughout the Agreement the following types of insurance with limits as shown:

(1). Workers' Compensation - A program of Workers' Compensation insurance or a State-approved Self-Insurance Program in an amount and form to meet all applicable requirements of the Labor Code of the State of California, including Employer's Liability with \$250,000 limits, covering all persons providing services on behalf of the Contractor and all risks to such persons under this Agreement.

If MANAGER has no employees, it may certify or warrant to SANBAG that it does not currently have any employees or individuals who are defined as

"employees" under the Labor Code and the requirement for Workers' Compensation coverage will be waived by SANBAG.

With respect to Contractors that are non-profit corporations organized under California or Federal law, volunteers for such entities are required to be covered by Workers' Compensation insurance. If SANBAG determines that there is no reasonably priced coverage for volunteers, evidence of participation in a volunteer insurance program may be substituted.

(2). Comprehensive General and Automobile Liability Insurance – This coverage to include contractual coverage and automobile liability coverage for owned, hired and non-owned vehicles. The policy shall have combined single limits for bodily injury and property damage of not less than one million dollars (\$1,000,000) per occurrence.

(3). Errors and Omission Liability Insurance – Combined single limits of \$1,000,000 for bodily injury and property damage and \$3,000,000 in the aggregate; or

(4). Professional Liability – Professional liability insurance with limits of at least \$1,000,000 per claim or occurrence.

(c). Additional Named Insured - All policies, except for the Workers' Compensation, Errors and Omissions and Professional Liability policies shall contain additional endorsements naming SANBAG and CITY its officers, employees, agents and volunteers as additional named insured with respect to liabilities arising out of the performance of services hereunder.

(d). Waiver of Subrogation Rights - MANAGER shall require the carriers of the above-required coverage's to waive all rights of subrogation against SANBAG, CITY, its officers, employees, agents, volunteers, vendors, and subcontractor.

(e). Policies Primary and Non-Contributory - All policies required above are to be primary and non-contributory with any insurance or self-insurance programs carried or administered by SANBAG.

(f). Proof of Coverage - MANAGER shall immediately furnish certificates of insurance to SANBAG evidencing the insurance coverage, including the endorsements above required, prior to the commencement of performance of services hereunder, which certificates shall provide that such insurance shall not be terminated or expire without thirty (30) days written notice to SANBAG. MANAGER shall maintain such insurance from the time MANAGER commences performance of services hereunder until the completion of such services. Within sixty- (60) days of the commencement of this Agreement, MANAGER shall furnish certified copies of the policies and all endorsements

12. Operating Account

All rents received from the management and operation of the Premises by MANAGER shall be deposited in a banking institution as designated by SANBAG and in a separate, segregated operating account ("Operating Account") that has been established by MANAGER. MANAGER shall maintain a daily record of all deposits made, including copies of all checks received for deposit. All Premises expenses paid by MANAGER, as provided in this Agreement, are to be drawn from the Operating Account. SANBAG shall maintain funds in the Operating Account sufficient to fund the various expenses of the Premises and to cover the checks drawn on the Operating Account.

13. Limitation of Agency

Nothing contained in this Agreement or in the relationship of SANBAG and MANAGER shall be deemed to constitute a partnership, joint venture or any other relationship, and MANAGER shall at all times be deemed an independent contractor for purposes of this Agreement.

14. Venue

The parties acknowledge and agree that this Agreement was entered into and intended to be performed in San Bernardino County, California. The parties agree that the venue for any action or claim brought by any party to this Agreement will be the Superior Court of California, County of San Bernardino, San Bernardino District. Each party hereby waives any law or rule of court that would allow them to request or demand a change of venue. If any third party brings an action or claim concerning this Agreement, the parties hereto agree to use their best efforts to obtain a change of venue to the Superior Court of California, County of San Bernardino, San Bernardino District.

15. Attorneys' Fees And Costs

If any legal action is instituted to enforce or declare any party's rights hereunder, each party, including the prevailing party, must bear its own costs and attorneys' fees. This paragraph shall not apply to those costs and attorneys' fees directly arising from any third party legal action against MANAGER or SANBAG, including such costs and attorneys' fees payable under Sections 10 and 11, INDEMNIFICATION and INSURANCE.

16. Notices

Notices, approvals, consents and other communications given under the terms of this Agreement must be in writing and shall be deemed properly served if such notice is hand delivered or mailed by certified mail, return receipt requested,

addressed to the other party at the following address, or such other address as either party may, from time to time, designate in writing:

SANBAG:

Executive Director
San Bernardino Associated Governments
1170 West Third Street, 2nd Floor
San Bernardino, CA 92401-1715

MANAGER:

President
CityCom Real Estate Services
10722 Arrow Route, Suite 500
Rancho Cucamonga, CA 91729-0548

Notice mailed in accordance with the provisions hereof shall be deemed to have been given as to the date of hand delivery or the third business day following the date of such mailing, whichever is earlier.

17. Termination for Convenience

SANBAG for its convenience may terminate this Agreement in whole or in part upon thirty (30) calendar days written notice. If such termination is effected, an equitable adjustment in the price provided for in this Agreement shall be made. Such adjustment shall provide for payment to MANAGER for services rendered and expenses incurred prior to the effective date of termination. Upon receipt of termination notice MANAGER shall promptly discontinue services unless the notice directs otherwise. MANAGER shall deliver promptly to SANBAG and transfer title (if necessary) all completed work, and work in progress, including drafts, documents, plans, forms, data, products, graphics, computer programs and reports.

18. Termination for Cause

Either party may terminate this Agreement upon thirty (30) days written notice to the other party, in the event such other party breaches a material term of this Agreement and such breach remains uncured at the end of such thirty (30) day period or such other period as mutually agreed to by the parties. Upon any such termination, MANAGER will be paid all fees and expenses, which have been incurred or earned in connection with the performance of the services through the effective date of such termination.

19. Amendments

MANAGER agrees any alterations, variations, modifications, or waivers of the provisions of the Agreement, shall be valid only when reduced to writing, executed and attached to the original Agreement and approved by the required persons.

20. Assignment

This Agreement is not assignable by MANAGER either in whole or in part without the prior written consent of SANBAG.

21. Waiver

No waiver of any of the provisions of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver. No waiver shall be binding unless executed in writing by the Party making the waiver.

27. Severability

If any one or more provisions of this Agreement shall be found to be illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

28. Audit

MANAGER shall maintain for three (3) years and SANBAG shall have the absolute right to review and audit all of MANAGER's performance-related records, books, papers, documents, corporate minutes, and other pertinent items related to its performance of this Agreement as requested, and shall have absolute right to monitor the performance of MANAGER in the delivery of services provided under this Agreement. SANBAG shall provide MANAGER at least seven (7) days prior written notice of any audit. All audits conducted pursuant to this Agreement shall be accomplished at MANAGER's facilities during normal working hours and shall preserve the confidentiality of MANAGER's proprietary and non-public information.

29. Non-Discrimination

In connection with the performance of MANAGER pursuant to this Agreement, MANAGER will not willfully discriminate against any employee or applicant for employment because of race, color, religion, ancestry, sex or national origin. MANAGER will take action to ensure that applicants are employed and the employees are treated during employment without regard to their race, color, religion, ancestry, sex or national origin. Such action shall include, but not be limited to the following: employment upgrading, demotion or transfer; recruitment or recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

IN WITNESS WHEREOF, the parties hereto have affixed their signatures
the day and year first above written.

"SANBAG"

**SAN BERNARDINO ASSOCIATED
GOVERNMENTS**

By _____
Paul M. Eaton, President
SANBAG Board of Directors

Dated: _____

Approved as to legal form.

SANBAG Counsel

"MANAGER"

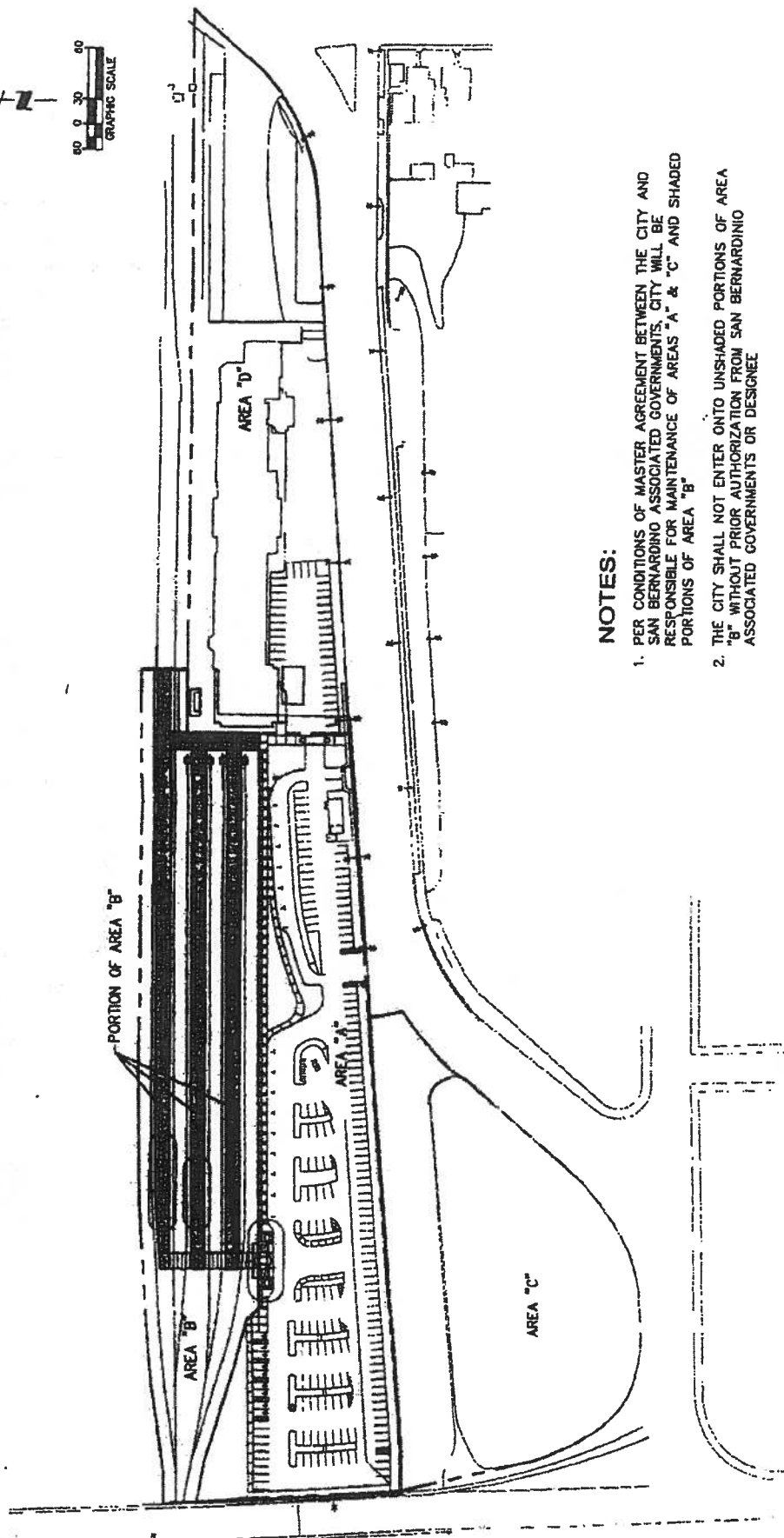
**CITYCOM REAL ESTATE SERVICES,
INC.**

By _____
Michael R. Fortunato
President

Dated: _____

EXHIBIT "A"

SAN BERNARDINO STATION



NOTES:

1. PER CONDITIONS OF MASTER AGREEMENT BETWEEN THE CITY AND SAN BERNARDINO ASSOCIATED GOVERNMENTS, CITY WILL BE RESPONSIBLE FOR MAINTENANCE OF AREAS "A" & "C" AND SHADED PORTIONS OF AREA "B"
2. THE CITY SHALL NOT ENTER ONTO UNSHADED PORTIONS OF AREA "B" WITHOUT PRIOR AUTHORIZATION FROM SAN BERNARDINO ASSOCIATED GOVERNMENTS OR DESIGNEE

Associated Engineers Inc.
11111
TEL: (909) 395-1821 FAX: (909) 395-1821

SAN BERNARDINO
ASSOCIATED GOVERNMENTS

**LEGAL DESCRIPTION
AREA "D"**

Lying within Lots 11, 12, 13, 14 and 15, Block 15, Rancho San Bernardino, in the City of San Bernardino, County of San Bernardino, State of California, as shown on a map recorded in Book 7, Page 2 of Maps in the Office of the County Recorder of said County, being a portion of Parcel 2 in a Grant Deed to San Bernardino Associated Governments recorded December 15, 1992 as Instrument No. 92-514402 of Official Records in the Office of the County Recorder of said County, described as follows:

BEGINNING at the southwest corner of Parcel 3 in that certain Quitclaim Deed to the City of San Bernardino recorded April 30, 1959 in Book 4805, Page 81 of said Official Records said corner also being on the northerly line of 3rd Street, 82.50 feet wide as described in Parcel 1 of that certain Indenture between the Santa Fe Land Improvement Company and the City of San Bernardino recorded November 14, 1917 in Book 622, Page 157 of Deeds in the Office of said County Recorder; thence South $86^{\circ}42'30''$ West, 536.99 feet along said northerly line; thence North $00^{\circ}27'39''$ West, 213.24 feet; thence South $90^{\circ}00'00''$ East, 511.11 feet to a point on a line that is parallel with and 15.00 feet south of the centerline of "Track P2", said point being the beginning of a non-tangent curve, concave southerly and having a radius of 1487.85 feet, a radial line of said curve to said point bears North $2^{\circ}29'46''$ West; thence Easterly 45.95 feet along said curve through a central angle of $1^{\circ}46'13''$; thence North $89^{\circ}16'27''$ East, 305.78 feet to the southeasterly line of said Parcel 2; thence southwesterly and westerly along the southeasterly and southerly line of said Parcel 2 the following three courses; thence South $36^{\circ}02'55''$ West, 174.71 feet to the beginning of a non-tangent curve concave northwesterly, a radial line through said curve bears South $40^{\circ}17'28''$ East; thence westerly 143.12 feet along the arc of said curve through a central angle of $41^{\circ}00'00''$; thence North $89^{\circ}17'28''$ West, 90.37 feet to the **POINT OF BEGINNING**.

Containing approximately 3.51 acres.

See Sheet 2 for a plat depicting the above described property.

This description prepared under my direction:


James John Imborski, L.S. 4430, Exp. 9-30-97

11/14/03
Date



SCALE: 1"=100'

"DEPOT EAST PARKING LOT"

RANCHO SAN BERNARDINO

LOT 14

LOT 13

LOT 13

EAST 511.11'

LOT 14

LOT 14

LOT 14

E. LINE LOT 14
BLOCK 15

N89°16'27"E 305.78'

15'

LOT 13

EAST 511.11'

LOT 14

LOT 14

LOT 14

LOT 14

3rd ST.

174.71'
S36°02'55"W

S40°17'28"E (R)
 $\Delta=41°00'00"$
R=200.00'
L=143.12'

S00°42'32"W (R)

POB

SW CORNER PARCEL 3
BK 4805 PG 81 O.R.

$\Delta=01°46'13"$
R=1487.35'
L=45.95'

N02°28'46"W (R)
BLOCK 15
MB 7/2

AREA "D"

90.37'
N89°17'28"W

S88°42'30"W 536.99'

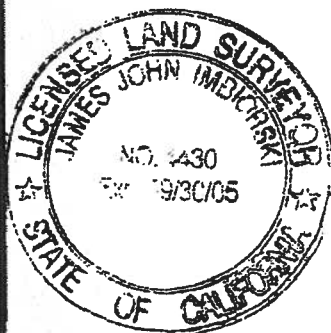
25'

Q "K" STREET

SE'LY LINE PCL 2
O.R. 92-514402
O.R. 4805-81

Q 3rd STREET

N00°27'39"W 213.24'



James John Imborski
JAMES JOHN IMBORSKI, L.S. 4430
LICENSE EXPIRES 9/30/05

Associated Engineer's, Inc.

3311 E. SHELBY ST.
ONTARIO, CALIFORNIA 91764
TEL: (909) 980-1982 * FAX: (909) 941-0891

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 7

Date: April 14, 2010

Subject: Computer Administration and Management Services Contract

Recommendation: * Approve Amendment No. 1 to Contract No. A09192 with TH Enterprises for Computer Administration and Management Services for an amount not to exceed \$233,626 and extend the contract end date to June 30, 2011 as specified in the Financial Impact Section.

Background: On May 9, 2009, Contract No. A09192 was approved with TH Enterprises to provide services related to computer network administration and support of SANBAG's use of the Regional Council Management System (RCMS) financial management software. The contract was for a 1-year period from July 2009 to June 2010.

SANBAG has utilized the services of TH Enterprises Inc. (THEI) since 1990/91 when THEI developed its first automated financial accounting system. SANBAG purchased the Regional Council Management System (RCMS) software from TH Enterprises.

SANBAG utilizes contractor support for all of its information technology needs and has no dedicated information technology personnel.

Since 2003 when TH Enterprises upgraded SANBAG's network technology with portal server software, SANBAG staff has had 24/7 access to SANBAG work in a web-based environment so staff could continue to work productively whether on-

*Approved
Administrative Committee*

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

site or off-site or on travel. In October 2007, TH upgraded SANBAG's portal server software to provide SANBAG with the ability to take advantage of the most current portal technology. This upgrade set the foundation for future enhancements of the SANBAG Computer Network to enable SANBAG to take collaboration and project management to an even higher level and to take advantage of using key indicators.

Accomplishments during Fiscal Year 2009-2010

- Setup and installed the hardware and software structure for the SANBAG Disaster Recovery System. Initial test successful.
- Implemented CorasWorks software in SharePoint to improve management of work and work products.
- Continued implementation of the Project-Task Management processes/systems.
- Installed EDEN HR Web Server (separate from EDEN Server) to enable remote access to time card completion.
- Setup and installed the new Freeway Construction Project Management Server (Oracle Primavera 6, Contract Management, and the proprietary Parsons Project Control System).
- Switched Internet Service Providers for faster Internet service – new vendor provides the equivalent of 3 T1 lines versus the old vendor who provided 1 T1 line for approximately the same price.

Major goals for FY2010-2011

- Continue to maintain a reliable and secure computer network system.
- Complete implementation of the SANBAG Disaster Recovery System.
- Convert the network computers from Windows XP Operating Systems to Windows 7 Operating System.
- Convert SANBAG Microsoft Office SharePoint Services 2007 to SharePoint 2010.
- Replace the current Portal Server.
- Continue to support the transition from the current financial system (RCMS) to the new financial system (EDEN).
- Continue to support and manage the new EDEN Financial System servers and the new Freeway Construction Project Management server in addition to all of the other SANBAG network servers.
- Design a formal records management solution using SharePoint 2010.

The proposed contract provides for annual pre-paid services from TH Enterprises at a discounted rate for 31 days of consultation for network management and design.

For technical support for project management, network engineering, programming, and purchasing services performed on- and off-site, the proposed contract provides for 125 days. The current contract provides for 96 days but with the addition of a couple of new servers to the network, we are adding 29 days to ensure there is adequate support for the entire computer network. TH Enterprises performs the majority of SANBAG's computer network and server and client workstation maintenance through twenty-four hour Internet access to the SANBAG network.

This contract also provides for up to four consultant visits annually and four technical visits, at SANBAG's discretion.

The annual cost of this contract which includes expenses, is \$233,626 for Fiscal Year 2010-2011.

Financial Impact: This contract is for an amount not to exceed \$ 233,626. This item is consistent with the proposed 2010/2011 budget, Indirect.

Reviewed By: This item will be reviewed by the Administrative Committee on April 14, 2010. This item was reviewed and approved by SANBAG Counsel as to legal form.

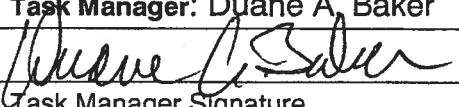
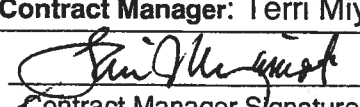
Responsible Staff: Duane A. Baker, Director Management Services

SANBAG Contract No. A09192-1

by and between San Bernardino Associated Governments and TH Enterprises, Inc.
for Computer Administration and Management Services

FOR ACCOUNTING PURPOSES ONLY						
<input checked="" type="checkbox"/> Payable	Vendor Contract # _____		Retention:		<input type="checkbox"/> Original	
<input type="checkbox"/> Receivable	Vendor ID <u>THEI</u>		<input type="checkbox"/> Yes _____ % <input checked="" type="checkbox"/> No		<input checked="" type="checkbox"/> Amendment	
Notes:						
Original Contract:		\$ <u>178,872</u>	Previous Amendments		\$ <u>0</u>	
			Previous Amendments		\$ <u>0</u>	
			Contingency / Allowance Total:			
Contingency / Allowance Amount		\$ _____	Current Amendment:		\$ <u>233,626</u>	
			Current Amendment Contingency / Allowance:		\$ <u>0</u>	
Contingency Amount requires specific authorization by Task Manager prior to release.						
Contract TOTAL ►					\$ <u>412,498</u>	
* Funding sources remain as stated on this document unless and until amended by proper authority. Funding sources are those which are ultimately responsible for the expenditure.						
▼ Include funding allocation for the original contract or the amendment						
Main Task/Project	Level 1	Level 2	Cost Code/Object	Grant ID/Supplement	Funding Sources/ Fund Type (Measure I, STP, CMAQ, etc.)	Amounts for Contract Total or Current Amndmnt Amt
<u>IAM11</u>	<u>130</u>	<u>000</u>	<u>5553</u>	_____	<u>Indirect</u>	\$ <u>233,626</u>
<u>0101</u>			<u>52001</u>		<u>81003</u>	
_____	_____	_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	_____	_____	\$ _____
Original Board Approved Contract Date:				<u>5/6/09</u>	Contract Start: <u>7/1/09</u>	Contract End: <u>6/30/10</u>
New Amend. Approval (Board) Date:				<u>5/5/10</u>	Amend. Start: <u>7/1/10</u>	Amend. End: <u>6/30/11</u>
Allocate the Total Contract Amount or Current Amendment amount between Approved Budget Authority in the current year and Future Fiscal Year(s) Unbudgeted Obligation .						
Approved Budget Authority ►		Fiscal Year: <u>2010-2011</u>		Future Fiscal Year(s) – Unbudgeted Obligation ►		\$ _____
		\$ <u>266,326</u>				
<input checked="" type="checkbox"/> Budget authority for this contract currently exists in Task No. <u>IAM11</u> (C-Task may be used here.).						
<input type="checkbox"/> A budget amendment is required. A Budget Amendment Request is attached.						

CONTRACT MANAGEMENT	
Check all applicable boxes:	
<input type="checkbox"/> Intergovernmental	<input checked="" type="checkbox"/> Private
<input type="checkbox"/> Disadvantaged Business Enterprise (DBE)	<input type="checkbox"/> Federal Funds
	<input type="checkbox"/> State/Local Funds
	<input type="checkbox"/> Underutilized DBE (UDBE)

Task Manager: Duane A. Baker		Contract Manager: Terri Miyamoto	
	<u>4-8-10</u>		<u>4/8/10</u>
Task Manager Signature	Date	Contract Manager Signature	Date
Chief Financial Officer Signature		Date	

SCOPE OF WORK

- I. The following services shall be provided by Consultant:
 - A. Consultation, administration, and management of the SANBAG computer network, including operation and maintenance of hardware and integration of Regional Council Management System (RCMS) and third party operating systems and software programs.
 - B. Consultation related to use of RCMS and Measure I allocation program developed for use by SANBAG.
 - C. Consultation related to the overall planning and implementation of computer software and hardware systems utilizing both TH Enterprise software and third party software, as well as technical assistance related to day-to-day administration of the local area network.
 - D. Consultation and coordination with other SANBAG consultants and/or vendors related to third party software and systems which are to be integrated with the SANBAG network, as specifically authorized by SANBAG.
 - E. Consultation specified in items A through C above shall be provided in concert with and include periodic on-site consultation, training, and management assistance by Ted Hoisington and/or other TH Enterprises staff at SANBAG offices, as well as off-site work provided by Ted Hoisington and/or TH Enterprise staff insure effective planning, management, and project implementation on the SANBAG network.
 - II. The following additional services may be requested by SANBAG:
 - A. Special services related to customization of TH Enterprise software specific to SANBAG needs at the option of and upon specific authorization by SANBAG.
 - B. Software and hardware maintenance services, on-line computer assistance and maintenance, or other services exceeding the amounts provided for in this Agreement, as elected solely at the discretion and specific authorization of SANBAG.
- If requested, the additional services shall result in additional charges not included in this Agreement and shall be provided at or below the hourly rate published by TH Enterprises or as negotiated in a separate work order.

CONTRACT COSTS

Fiscal Year →	2010-2011
Management - 250 hours @ \$190.625/hr	\$47,626
Technical (CNE, Programming, Project Mgmt.) – 800 hours @ \$154/hr (\$123,200) plus 200 hours @ \$154/hr for EDEN support (\$30,800)	\$ 154,000
Expenses - \$ 225 per day plus actual travel expenses.	\$32,000
TOTALS	233,626
Total Contract not to exceed \$233,626	

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 8

Date: April 14, 2010

Subject: Report on the State Gas Tax Swap and its effects to SANBAG

Recommendation:* Receive report from SANBAG Legislative Advocate in Sacramento Mark Watts, Smith, Watts & Company, LLC on the impacts of the "gas tax swap."

Background: In March the Legislature approved and the Governor signed a package of bills collectively known as the "gas tax swap." This marked a major adjustment in how transportation projects are funded by the state in California. SANBAG's legislative advocate in Sacramento, Mark Watts, will present to the Administrative Committee an assessment of what the "gas tax swap" will mean to SANBAG's program of projects.

Financial Impact: This item has no immediate impact on the SANBAG Fiscal Year 2009/2010 budget.

Reviewed By: This item will be reviewed by the Administrative Committee on April 14, 2010.

Responsible Staff: Aaron Hake, Director of Intergovernmental and Legislative Affairs.

Approved
Administrative Committee

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

This list provides information on acronyms commonly used by transportation planning professionals. This information is provided in an effort to assist SANBAG Board Members and partners as they participate in deliberations at SANBAG Board meetings. While a complete list of all acronyms which may arise at any given time is not possible, this list attempts to provide the most commonly-used terms. SANBAG staff makes every effort to minimize use of acronyms to ensure good communication and understanding of complex transportation processes.

AB	Assembly Bill
ACE	Alameda Corridor East
ACT	Association for Commuter Transportation
ADA	Americans with Disabilities Act
ADT	Average Daily Traffic
APTA	American Public Transportation Association
AQMP	Air Quality Management Plan
ARRA	American Recovery and Reinvestment Act
ATMIS	Advanced Transportation Management Information Systems
BAT	Barstow Area Transit
CALACT	California Association for Coordination Transportation
CALCOG	California Association of Councils of Governments
CALSAFE	California Committee for Service Authorities for Freeway Emergencies
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CMAQ	Congestion Mitigation and Air Quality
CMIA	Corridor Mobility Improvement Account
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COG	Council of Governments
CPUC	California Public Utilities Commission
CSAC	California State Association of Counties
CTA	California Transit Association
CTC	California Transportation Commission
CTC	County Transportation Commission
CTP	Comprehensive Transportation Plan
DBE	Disadvantaged Business Enterprise
DEMO	Federal Demonstration Funds
DOT	Department of Transportation
EA	Environmental Assessment
E&D	Elderly and Disabled
E&H	Elderly and Handicapped
EIR	Environmental Impact Report (California)
EIS	Environmental Impact Statement (Federal)
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FSP	Freeway Service Patrol
FRA	Federal Railroad Administration
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
HOV	High-Occupancy Vehicle
ICTC	Interstate Clean Transportation Corridor
IEEP	Inland Empire Economic Partnership
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IIP/ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation Systems
IVDA	Inland Valley Development Agency
JARC	Job Access Reverse Commute
LACMTA	Los Angeles County Metropolitan Transportation Authority
LNG	Liquefied Natural Gas
LTF	Local Transportation Funds

SANBAG Acronym List

MAGLEV	Magnetic Levitation
MARTA	Mountain Area Regional Transportation Authority
MBTA	Morongo Basin Transit Authority
MDAB	Mojave Desert Air Basin
MDAQMD	Mojave Desert Air Quality Management District
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MSRC	Mobile Source Air Pollution Reduction Review Committee
NAT	Needles Area Transit
NEPA	National Environmental Policy Act
OA	Obligation Authority
OCTA	Orange County Transportation Authority
PA&ED	Project Approval and Environmental Document
PASTACC	Public and Specialized Transportation Advisory and Coordinating Council
PDT	Project Development Team
PNRS	Projects of National and Regional Significance
PPM	Planning, Programming and Monitoring Funds
PSE	Plans, Specifications and Estimates
PSR	Project Study Report
PTA	Public Transportation Account
PTC	Positive Train Control
PTMISEA	Public Transportation Modernization, Improvement and Service Enhancement Account
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RFP	Request for Proposal
RIP	Regional Improvement Program
RSTIS	Regionally Significant Transportation Investment Study
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SB	Senate Bill
SAFE	Service Authority for Freeway Emergencies
SAFETEA-LU	Safe Accountable Flexible Efficient Transportation Equity Act – A Legacy for Users
SCAB	South Coast Air Basin
SCAG	Southern California Association of Governments
SCAQMD	South Coast Air Quality Management District
SCRRA	Southern California Regional Rail Authority
SHA	State Highway Account
SHOPP	State Highway Operations and Protection Program
SOV	Single-Occupant Vehicle
SRTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TCIF	Trade Corridor Improvement Fund
TCM	Transportation Control Measure
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEA-21	Transportation Equity Act for the 21 st Century
TMC	Transportation Management Center
TMEE	Traffic Management and Environmental Enhancement
TSM	Transportation Systems Management
TSSDRA	Transit System Safety, Security and Disaster Response Account
USFWS	United States Fish and Wildlife Service
VCTC	Ventura County Transportation Commission
VVTA	Victor Valley Transit Authority
WRCOG	Western Riverside Council of Governments

San Bernardino Associated Governments



MISSION STATEMENT

To enhance the quality of life for all residents, San Bernardino Associated Governments (SANBAG) will:

- Improve cooperative regional planning
- Develop an accessible, efficient, multi-modal transportation system
- Strengthen economic development efforts
- Exert leadership in creative problem solving

To successfully accomplish this mission, SANBAG will foster enhanced relationships among all of its stakeholders while adding to the value of local governments.

Approved June 2, 1993
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